All India Council for Technical Education
Approval Process Handbook
(2017 – 2018)

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This Handbook is a Legal Document as per All India Council for Technical Education Act, 1987 (52 of 1987) and Section (4.11) of Gazette Policy Regulation No. F.No: AB/ AICTE/ REG/ 2016 of AICTE dated November 30, 2016 Notified on November 30, 2016 in the Gazette of India, Extraordinary, Part-III, Section-4.

FOREWORD

The aim of higher education in India is to provide access, equity, and quality education at affordable cost to all aspiring citizens with transparency and accountability so as to ensure sustainable economic development of the nation. It is achieved through creation, transmission and dissemination of knowledge. The All India Council for Technical Education (AICTE) has been in existence since November 1945 as a national level Apex Advisory Body and as a statutory body through an Act of Parliament in 1987 with its mission of developing and promoting quality technical education in the country in a coordinated and integrated manner. The Council's constant endeavor is to encourage a meaningful association between the technical education system and research and development activities in a concerted effort aimed at nation-building.

Technical education at all levels is witnessing a distinct change in terms of improvement of the existing colleges in tune with the quality assurance norms set by the regulating and accreditation agencies. The Council believes in providing a proper impetus for the Institutions to generate competent Engineers, Pharmacists, Managers, Architects and Scientists and encourages them to think beyond the curriculum while imparting training for the advancement of knowledge.

The Council has put in place several initiatives to bring about changes in the Approval Process by introducing greater transparency and accountability through the e-governance. The emphasis this year has been to simplify the procedures and greater ease in the approval process through informal and formal interactions with all stakeholders. The role of AICTE, as a true facilitator of quality technical education is evident from the changes made in the Approval Process Handbook along with revised Gazette Policy Regulation No. F.No: AB/AICTE/REG/2016 of AICTE dated November 30, 2016. This is expected to create an academic ambience in the Technical Institutions for nurturing and supporting quality so that technical education in India will be one of the best in the world. Supporting Institutions for Autonomy, Accreditation of Programmes, Ranking of Institutions, schemes such as Margdarshan, Adjunct Faculty, Trainee Teacher and Unnat Bharat Abhiyan, launching of Student Startup Policy 2016, Smart India Hackathon 2017, a MOOCs platform SWAYAM are a few of the important initiatives embarked upon by AICTE.

The introduction of National Digital Depository for storing all students' educational Certificates, all fee collections and scholarship disbursals through cashless digital means are major changes initiated by the Government of India and implemented by AICTE.

This manual is an attempt to provide comprehensive information on the fair and rational system of administration as well as other necessary information on the processes involved under the aegis of the AICTE. The emphasis on e-governance to ensure transparency, accountability, implementing a tech-savvy approach to enable faster processing and clearly defining the infrastructural norms in Institutions are just a few pointers towards AICTE's efforts at fostering a technical education system which is on par with the best Institutions in the world.

Swami Vivekananda said "*Education is the manifestation of the perfection already in man". In* keeping with this objective, apart from regulatory role, AICTE shall continue to strive to be a true mentor, facilitator and enabler in bringing out the best in each Institution. We hope all the stakeholders of technical education shall also put in their best and make team India proud.

द्य क *(That is knowledge which liberates)*
(Excellence in action is yoga)

Anil Sahasrabudhe
Chairman, AICTE

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Abbreviations	
ACA	Access and Circulation Area
AICTE	All India Council for Technical Education
AIU	Association of Indian Universities
APH	Approval Process Handbook
ATM	Automated Teller Machine
BCA	Bachelor of Computer Application
B.E.	Bachelor of Engineering
B.HMCT.	Bachelor of Hotel Management and Catering Technology
B.Pharm.	Bachelor of Pharmacy
B.Sc.	Bachelor of Science
B.Tech.	Bachelor of Technology
BoG	Board of Governors
BOT	Built Operate and Transfer
CCTV	Close Circuit Television
CD	Compact Disk
COA	Council of Architecture
CPWD	Central Public Works Department
DELNET	Developing Library Network
DDA	Delhi Development Authority
DPR	Detailed Project Report
EC	Executive Committee of AICTE
EDUSAT	Education Satellite
EoA	Extension of Approval
ERP	Enterprise Resource Planning
EVC	Expert Visit Committee
FAX	Facsimile transmission
FDR	Fixed Deposit Receipt
FSI	Floor Space Index
FT	Full Time
GATE	Graduate Aptitude Test in Engineering
GoI	Government of India
GRC	Grievance Redressal Cell
HMCT	Hotel Management and Catering Technology
ICCR	Indian Council for Cultural Relation
IIM	Indian Institution of Management
IISc	Indian Institution of Science
IIT	Indian Institution of Technology
INDEST	Indian National Digital Library in Engineering Sciences and Technology
LCD	Liquid Crystal Display
LoA	Letter of Approval
LoR	Letter of Rejection
LWE	Left Wing Extremism
m^2	square meter
MBA	Master in Business Administration
Mbps	Megabits per second
MCA	Master in Computer Application
M.E.	Master in Engineering
MHRD	Ministry of Human Resource and Development, Government of India
MMS	Master in Management Studies
MoA	Memorandum of Association

MODROBS	Modernization and Removal of Obsolescence Scheme by the Council
MOOCs	Massive Online Open Courses
M.Sc.	Master in Science
M.Tech.	Master in Technology
NAD	National Academic Depository
NATA	National Aptitude Test in Architecture
NBA	National Board of Accreditation
NBC	National Building Code
NBCC	National Buildings Construction Corporation
NCR	National Capital Region, India
NEQIP	North East Quality Improvement Programme
NIT	National Institution of Technology
NIRF	National Institutional Ranking Framework
NOC	No Objection Certificate
NRI	Non Resident Indian
OCI	Overseas Citizen of India
PC	Personal Computer
PF	Provident Fund
PG	Post Graduate
PGCM	Post Graduate Certificate in Management
PGDBM	Post Graduate Diploma in Business Management
Ph.D.	Doctor of Philosophy
PIO	Persons of Indian Origin
PPP	Public Private Partnership
PT	Part Time
PwD	Persons with Disability
RBI	Reserve Bank of India
R&D	Research and Development
RC	Regional Committee
RF	Radio Frequency
RO	Regional Office
RPGF	Refundable Performance Guaranty Fund
RPS	Research Promotion Schemes by the Council
SAC	Standing Appellate Committee
SCSC	Standing Complaint Scrutiny Committee
SHC	Standing Hearing Committee
TDS	Tax Deduction at Source
TELNET	Terminal Emulation Programme for TCP/ IP Networks
UG	Under Graduate
UGC	University Grants Commission
UT	Union Territory
Wi-Fi	Wireless Fidelity
WS	WorkShop

Definitions	
1	"Academic Year" means Academic Year of the concerned Affiliating University/ Board and/ or Technical Institution.
2	"Act" means the All India Council for Technical Education Act, 1987 (52 of 1987).
3	"Adjunct Faculty" means resource persons as per guidelines given in Annexure 10 in the Approval Process Handbook
4	"Advocate" means an Advocate registered with the Bar Council of India
5	"AICTE Web-Portal" means web site hosted by the Council at URL *www.aicte-india.org*
6	"APH" means Approval Process Handbook published by the AICTE every year prescribing norms and standards for processing the applications submitted for grant of various approvals.
7	"Applicant" means an applicant who makes an application to the Council for seeking any kind of approval under these Regulations.
8	"Approved Institution" means the Technical Institution approved by the Council.
9	"Architect" means an Architect registered with the Council of Architecture established under the Architects Act, 1972.
10	"Autonomous Institution", means an Institution, to which autonomy is granted by UGC and is designated to be so by the Statutes of Affiliating University/ Board.
11	"Bandwidth Contention" means the contention ratio, ratio of the potential maximum demand to the actual bandwidth.
12	"Break in EoA" means break in the approval of the Institution during the previous year(s).
13	"Build Operate Transfer"(BOT)"means a project financing, wherein a private entity receives a concession from the public sector to finance, design, construct, and operate a facility stated in the concession contract.
14	"Chairman" means Chairman of the AICTE as described under sub-section 4(a) of Section 3 of the Act.
15	"Co-Ed Institution" means the Institution admitting male, female and transgender students.
16	"Commission" means University Grants Commission established under Section 4 of the University Grants Commission Act, 1956
17	"Company" means a Company established/ registered under Section 8 of the Companies Act, 2013
18	"Competent Authority for Admission" means an organization that has, the legally delegated authority, capacity, or power to do admission to Technical Institutions in the State/ UT concerned.
19	"Compliance Report" means the Report submitted by Technical Institution complying with requirements as set in Appendix 12, Prevention and prohibition of ragging, in the Format prescribed by AICTE from time to time
20	"Constituent Institution" means an Institution/ Department/ College/ School as a part of the University
21	"Council" means All India Council for Technical Education established under Section 3 of the Act
22	"Course" means one of the branch of learning in Programme such as Civil Engineering, Mechanical Engineering etc.
23	"Deemed University" means an Institution declared as Deemed to be University under Section 3 of the University Grants Commission Act, 1956
24	"Division" means A batch of maximum of Sixty (60) seats in Under Graduate Programme and Diploma in Engineering/ Technology/ Hotel Management and Catering Technology/ Applied Arts and Crafts, Post Graduate Programme in PGDM/ MBA/ MCA excluding supernumerary seats, if any; A batch of maximum of Forty (40) seats in Under Graduate and Diploma in Architecture/ Town Planning Programme excluding supernumerary seats, if any; A batch of maximum of Fifty (50) Seats in Under Graduate and Diploma in Pharmacy Programme excluding supernumerary seats, if any; A batch of maximum of Thirty (30) seats in Post Graduate Programme in Engineering/ Technology/ Hotel Management and Catering Technology/ Applied Arts and Crafts/ Architecture/ Town Planning; A batch of maximum of Fifteen (15) seats in Post Graduate Programme in Pharmacy;

	A batch of maximum of Sixty (60) seats in Integrated Degree in Engineering and Technology, Integrated Degree in MCA and Integrated/ Dual Degree in MBA; and A maximum of Ten (10) seats per year in fellowship Programme in management.
25	"EoA" means Extension of Approval granted by AICTE for conduct of technical Programmes by an Institution.
26	"EVC" means Expert Visit Committee constituted by the Regional Officer as per the composition given in Approval Process Handbook to verify physically the infrastructural facilities of the applicant Institution.
27	"Executive Committee" means the Committee constituted by the Council under Section 12 of the AICTE Act.
28	"Faculty" means faculty members of the Institutions appointed as per AICTE Regulations for full-time teaching and other academic activities.
29	"First Shift" means educational activities conducted in First spell of time (from 8 am to 4 pm) wherever two-Shift working exists.
30	"Foreign National" means the citizen of countries other than India who are not of Indian origin as defined under OCI/ PIO.
31	"Government Aided Institution" means Technical Institution that meets 50% or more of its recurring expenditure out of the grant received from the Government or Government organizations.
32	"Government Institution" means Technical Institution established and/ or maintained by the Government
33	"Head of the Institution" means the Vice-Chancellor in case of a University or a Deemed to be University, the Principal or the Director or such other designation as the executive head of the Institution of the Technical Institution referred.
34	"Lateral Entry" means admission of students into second year of Diploma/ Degree/ MCA Programmes as per Appendix 1 of Approval Process Handbook.
35	"Level" means Diploma, Post Diploma, Degree, Post Graduate Degree and Post Graduate Diploma Programmes.
36	"Minority Educational Institution" means a college or an educational Institution established and administered by a minority or minorities and recognized by Competent Authority as Minority College/ Institution.
37	"NBA" means National Board of Accreditation, an autonomous body set up by AICTE, registered under Societies Registration Act, 1860.
38	"Non-Resident Indian (NRI)" means an Indian citizen who is ordinarily residing outside India and holds an Indian Passport.
39	"Overseas Citizen of India (OCI)" means a Foreign national, who was eligible to become citizen of India on 26.01.1950 or was a citizen of India on or at any time after 26.01.1950 or belonged to a territory that became part of India after 15.08.1947. Minor children of such person are also eligible for OCI. However, if the applicant had ever been a citizen of Pakistan or Bangladesh, he/ she will not be eligible for OCI.
40	"Part Time Programme" means educational activities conducted in evening time i.e. 5.30 pm to 9.30 pm (six days a week) wherever Regular/ First Shift working exists and are meant only for working professionals or professionals with at least two years of work experience.
41	"Person of Indian Origin (PIO)" means a Foreign citizen (except a national of Pakistan, Afghanistan, Bangladesh, China, Iran, Bhutan, Sri Lanka and Nepal) who at any time held an Indian passport Or who or either of their parents/ grandparents/ great grandparents were born and permanent resident in India as defined in Government of India Act, 1935 and other territories that became part of India thereafter provided neither was at any time a citizen of any of the aforesaid countries; or who is a spouse of a citizen of India or a PIO.
42	"Prescribed" means as prescribed under Approval Process Handbook and Regulations.
43	"Programme" means the field of Technical Education, i.e. Engineering and Technology, MCA, Architecture, Town Planning, Management (MBA/ PGDM), Pharmacy, Hotel Management and Catering Technology, Applied Arts and Crafts and such other Programmes and areas as notified by the Act.

44	"Public Private Partnership (PPP)" means a partnership based on a contract or concession agreement, between a Government or Statutory entity on the one side and a private sector enterprise on the other side.
45	"Regional Committee" means a Committee established for each region under Section 14 of the Act.
46	"SAC" means Standing Appellate Committee constituted by the Chairman as per the composition given in Approval Process Handbook for considering the Appeals of Technical Institutions.
47	"SCSC" means Standing Complaint Scrutiny Committee constituted by the Chairman as per the composition given in Approval Process Handbook for Scrutiny of complaints received against the Technical Institutions.
48	"Second Shift" means educational activities conducted in 2nd spell of time (from 1 pm to 9 pm) wherever two-Shift working exists.
49	"Self-Financing Institution" means an Institution started by a Trust/ Society/ Company and does not receive grant/ fund from Central and/ or State Government and/ or Union Territory Administration for meeting its recurring expenditure.
50	"SHC" means Standing Hearing Committee constituted by the Chairman as per the composition given in Approval Process Handbook to review the EVC Reports and replies received for Show Cause Notices and forward its recommendations to EC for approval.
51	"Single Shift/ Regular Shift" means where, educational activities of the Technical Institution are conducted between 9 am and 5 pm.
52	"Society" means a Society registered under Societies Registration Act, 1860.
53	"State Level Fee Committee" means a Committee notified by the concerned State Government/ UT Administration for Regulation of fee to be charged by the Technical Institutions.
54	"Technical Campus" means a campus which offers more than one technical Programmes approved by the Council.
55	"Technical Institution" means an Institution set up by Government, Government Aided and Self-Financing/ Trust/ Society/ Company for conducting Courses/ Programmes in the field of technical education, training and research in Engineering, Technology, MCA, Architecture, Town Planning, Management, Pharmacy, Hotel Management and Catering Technology, Applied Arts and Crafts and such other Programmes and areas as are notified by the Act.
56	"Trust" means a Trust registered under the Indian Trust Act, 1882 as amended from time to time or any other relevant Acts through the Chairman/ President/ Secretary of the Trust
57	"University Department" means a department established and maintained by the University.
58	"University" means a University defined under Clause (f) of Section 2 of the University Grants Commission Act, 1956.
59	Any other word and expression used herein and not defined but defined in the All India Council for Technical Education Act, 1987 (52 of 1987), shall have the same meaning respectively assigned to them in the said Act.

1 Background and Statutory Provision under AICTE Act Regarding Planning, Promotion and Regulation of Technical Education

1.1 Background

The beginning of formal Technical Education in India can be dated back to the mid-19th century. The major Policy initiatives in the pre-independence period included appointment of the Indian Universities Commission in 1902, issue of the Indian Education Policy resolution in 1904 and the Governor General's Policy statement of 1913 stressing the importance of Technical Education, the establishment of IISc in Bangalore, Institution for Sugar, Textile and Leather Technology in Kanpur, N.C.E. in Bengal and Industrial Schools in several provinces. Significant developments include:

- Constitution of the Technical Education Committee of the Central Advisory Board of Education (CABE) of 1943;
- Preparation of the Sergeant Report of 1944; and
- Formation of the All India Council for Technical Education (AICTE) in 1945 by the Government of India.

The AICTE was set up in November 1945 based on the recommendations of CABE to stimulate, coordinate and control the provisions of educational facilities and industrial development of the post war period. At that time, mandate of AICTE basically covered only Programmes in Engineering and Technology.

The growth of industries in the country, just after independence, also demanded the need for qualified professionals in other fields, such as Business Management, Architecture, Hotel Management, Pharmacy etc. Although the diverse elements of Management such as Commerce, Economics, Finance, Psychology and Industrial Sociology were being taught for a long time, the need for Management Education in a formal way was felt in India only in the fifties. The Government of India decided in 1954 to set up a Board of Management Studies under AICTE to formulate standards and promote Management Education. Other major initiatives taken in Management Education include: setting up of the Administrative Staff College of India at Hyderabad in the late fifties, National Productivity Council and Indian Institution of Management in the early sixties. Architecture was covered under the Architects Act, 1972. Subsequently, for better coordination of the Professional Courses, Architecture Education was also placed under the purview of AICTE.

Hotel Management Education had a modest beginning with short Programmes in Nutrition and Food Science, which started in the late fifties. The National Council of Hotel Management and Catering Technology were set up in 1982, to which all the Institutions of Hotel Management run by the Government are affiliated.

Education in other professional fields such as, Pharmacy, Applied Arts and Crafts has also undergone similar developments during the post-independence period. Programmes for Technical Education, during the first three Five year Plans, were devoted to expansion of Technical Education to meet the growing demand for technical personnel at Diploma, Degree and Post-Graduate Levels. From the fourth Five year Plan onwards, the emphasis was shifted to the improvement of quality and standards of Technical Education. This was done through implementation of the Quality Improvement Programme consisting of three major components that provided for M.E./ M.Tech. and Ph.D. Programmes, Establishment of Curriculum Design and Development Cells, and Short Term Training Programmes.

Meanwhile, expansion of Institutions and Intake remained at a low level in the Government, Private-aided and University sectors. The Policy Shift during eighties towards involvement of Private and Voluntary Organizations in the setting up of Technical and Management Institutions on self-financing basis ushered in an era of unprecedented expansion of the Technical Education System, a trend which has continued during successive Five year Plans.

It was in this context that AICTE was given statutory powers by the AICTE Act of Parliament in 1987, with a view to ensure the proper planning and coordinated development of Technical Education System throughout

the Country. Technical Education in this context includes fields of Engineering and Technology, Architecture, Planning, Management, Pharmacy and Applied Arts and Crafts.

1.2 Growth of Technical Education

The growth of Technical Education in the Country before independence was very slow. The number of Engineering Colleges and Polytechnics (including Pharmacy and Architecture Institutions) in 1947 was 44 and 43 with an Intake capacity of 3200 and 3400 respectively.

Due to efforts and initiatives taken during successive Five year Plans and particularly due to Policy changes in the eighties to allow participation of Private and Voluntary Organizations in the setting up of Technical Institutions on self-financing basis, the growth of Technical Education has been phenomenal.

Approved Institutions with Intake for 2014-15

		Approved Programmes			Approved Intake			Total Approved Institutions	Total Approved Intake
Region	**State**	**Diploma**	**PG**	**UG**	**Diploma**	**PG**	**UG**		
Central	Chhattisgarh	70	50	61	12820	6037	29206	**117**	**48063**
	Gujarat	147	250	196	74610	34303	75504	**429**	**184417**
	Madhya Pradesh	173	371	317	34864	48147	115838	**538**	**198849**
Central Total		**390**	**671**	**574**	**122294**	**88487**	**220548**	**1084**	**431329**
Eastern	Andaman and Nicobar Islands	1	0	1	270	0	90	**1**	**360**
	Arunachal Pradesh	7	0	0	1340	0	0	**7**	**1340**
	Assam	13	21	21	2215	1992	5475	**43**	**9682**
	Jharkhand	34	17	18	9400	3509	7590	**59**	**20499**
	Manipur	1	1	1	100	40	115	**2**	**255**
	Meghalaya	3	2	1	380	150	480	**6**	**1010**
	Mizoram	2	2	1	180	62	30	**3**	**272**
	Nagaland	1	1	1	60	60	240	**3**	**360**
	Odisha	138	147	115	44840	17266	49619	**295**	**111725**
	Sikkim	2	2	2	405	249	906	**4**	**1560**
	Tripura	5	0	3	850	0	630	**8**	**1480**
	West Bengal	121	116	103	32690	13788	40768	**247**	**87246**
Eastern Total		**328**	**309**	**267**	**92730**	**37116**	**105943**	**678**	**235789**
North-West	Chandigarh	5	8	5	1025	804	1041	**12**	**2870**
	Delhi	21	55	24	5865	14288	9981	**82**	**30134**
	Haryana	230	239	192	79473	30502	72644	**456**	**182619**
	Himachal Pradesh	42	35	34	11938	3258	10900	**79**	**26096**
	Jammu and Kashmir	30	15	8	6095	1402	2980	**47**	**10477**
	Punjab	189	196	151	68683	23023	53122	**382**	**144828**
	Rajasthan	253	179	177	65035	19020	70800	**460**	**154855**
North-West Total		**770**	**727**	**591**	**238114**	**92297**	**221468**	**1518**	**551879**
Northern	Bihar	39	35	27	12005	2827	8960	**84**	**23792**
	Uttar Pradesh	446	670	422	133146	96334	166596	**1067**	**396076**
	Uttarakhand	92	83	52	19053	9323	14874	**163**	**43250**
Northern Total		**577**	**788**	**501**	**164204**	**108484**	**190430**	**1314**	**463118**
South-Central	Andhra Pradesh	322	657	462	87616	104657	198120	**856**	**390393**
	Telangana	251	711	472	62940	143526	209530	**820**	**415996**
South-Central Total		**573**	**1368**	**934**	**150556**	**248183**	**407650**	**1676**	**806389**
South-West	Karnataka	357	375	270	102301	50683	111062	**754**	**264046**
	Kerala	71	220	205	21804	23366	66656	**354**	**111826**
South-West Total		**428**	**595**	**475**	**124105**	**74049**	**177718**	**1108**	**375872**
Southern	Puducherry	10	17	20	2850	1888	9150	**32**	**13888**
	Tamil Nadu	492	763	572	211893	90137	294484	**1356**	**596514**
Southern Total		**502**	**780**	**592**	**214743**	**92025**	**303634**	**1388**	**610402**
Western	Dadra and Nagar Haveli	1	2	1	330	186	60	**3**	**576**
	Daman and Diu	1	0	0	360	0	0	**1**	**360**
	Goa	9	5	8	2955	570	1430	**17**	**4955**
	Maharashtra	696	759	549	197013	100506	180350	**1540**	**477869**
Western Total		**707**	**766**	**558**	**200658**	**101262**	**181840**	**1561**	**483760**
Grand Total		**4275**	**6004**	**4492**	**1307404**	**841903**	**1809231**	**10327**	**3958538**

Approved Institutions with Intake for 2015-16

Region	State	Approved Programmes			Approved Intake			Total Approved Institutions	Total Approved Intake
		Diploma	PG	UG	Diploma	PG	UG		
Central	Chhattisgarh	68	45	62	11502	4776	23706	**118**	**39984**
	Gujarat	145	245	203	72670	32745	76704	**429**	**182119**
	Madhya Pradesh	179	369	306	36676	47465	110446	**538**	**194587**
Central Total		**392**	**659**	**571**	**120848**	**84986**	**210856**	**1085**	**416690**
Eastern	Andaman and Nicobar Islands	1	0	1	270	0	90	**1**	**360**
	Arunachal Pradesh	2	0	0	440	0	0	**2**	**440**
	Assam	13	21	21	2215	1992	5475	**43**	**9682**
	Jharkhand	33	14	18	9160	3089	7545	**57**	**19794**
	Manipur	1	1	1	100	40	115	**2**	**255**
	Meghalaya	3	2	1	380	150	480	**6**	**1010**
	Mizoram	2	2	1	180	62	30	**3**	**272**
	Nagaland	2	1	1	120	60	240	**4**	**420**
	Odisha	150	142	115	47015	17011	48959	**304**	**112985**
	Sikkim	2	2	2	405	249	906	**4**	**1560**
	Tripura	5	3	3	850	180	630	**11**	**1660**
	West Bengal	132	112	106	34962	13422	41038	**256**	**89422**
Eastern Total		**346**	**300**	**270**	**96097**	**36255**	**105508**	**693**	**237860**
North-West	Chandigarh	5	9	6	1025	1025	1546	**13**	**3596**
	Delhi	21	53	25	5865	13403	10080	**82**	**29348**
	Haryana	230	238	190	72488	30196	70394	**452**	**173078**
	Himachal Pradesh	39	33	37	10858	3078	10660	**78**	**24596**
	Jammu and Kashmir	32	18	9	6395	1696	3405	**52**	**11496**
	Punjab	190	190	148	67767	21954	50980	**379**	**140701**
	Rajasthan	251	166	172	63815	17055	65993	**447**	**146863**
North-West Total		**768**	**707**	**587**	**228213**	**88407**	**213058**	**1503**	**529678**
Northern	Bihar	47	37	28	14090	3067	9080	**96**	**26237**
	Uttar Pradesh	461	668	423	135942	95239	163616	**1088**	**394797**
	Uttarakhand	93	75	53	19233	7983	14754	**161**	**41970**
Northern Total		**601**	**780**	**504**	**169265**	**106289**	**187450**	**1345**	**463004**
South-Central	Andhra Pradesh	332	645	456	88696	102587	194460	**855**	**385743**
	Telangana	247	676	447	61980	128457	180583	**791**	**371020**
South-Central Total		**579**	**1321**	**903**	**150676**	**231044**	**375043**	**1646**	**756763**
South-West	Karnataka	359	368	268	101849	49411	109434	**749**	**260694**
	Kerala	73	223	208	22020	23064	65963	**364**	**111047**
South-West Total		**432**	**591**	**476**	**123869**	**72475**	**175397**	**1113**	**371741**
Southern	Puducherry	9	17	20	2830	1942	9030	**31**	**13802**
	Tamil Nadu	508	726	574	215043	85471	288717	**1347**	**589231**
Southern Total		**517**	**743**	**594**	**217873**	**87413**	**297747**	**1378**	**603033**
Western	Dadra and Nagar Haveli	1	2	1	330	186	60	**3**	**576**
	Daman and Diu	2	0	0	540	0	0	**2**	**540**
	Goa	9	5	8	2955	588	1430	**17**	**4973**
	Maharashtra	707	742	558	192998	95686	178472	**1542**	**467156**
Western Total		**719**	**749**	**567**	**196823**	**96460**	**179962**	**1564**	**473245**
Grand Total		**4354**	**5850**	**4472**	**1303664**	**803329**	**1745021**	**10327**	**3852014**

Approved Institutions with Intake for 2016-17

Region	State/ UT	Approved Programmes			Approved Intake			Total Approved Institutions	Total Approved Intake
		Diploma	UG	PG	Diploma	UG	PG		
Central	Chhattisgarh	72	60	45	12386	23982	4898	**119**	**41266**
	Gujarat	144	204	232	70834	75316	30288	**420**	**176438**
	Madhya Pradesh	193	302	366	39094	105345	46722	**551**	**191161**
Central Total		**409**	**566**	**643**	**122314**	**204643**	**81908**	**1090**	**408865**
Eastern	Andaman and Nicobar Islands	1	3	1	270	190	60	**4**	**520**
	Arunachal Pradesh	7	0	1	980	0	18	**8**	**998**
	Assam	15	21	23	2335	5435	1863	**47**	**9633**
	Jharkhand	38	18	14	10180	7245	3104	**62**	**20529**
	Manipur	3	1	1	370	115	40	**4**	**525**
	Meghalaya	3	1	2	380	420	150	**6**	**950**
	Mizoram	3	1	3	240	30	122	**4**	**392**
	Nagaland	4	1	1	300	240	60	**6**	**600**
	Odisha	154	113	136	47265	47618	16102	**302**	**110985**
	Sikkim	3	2	2	465	840	249	**5**	**1554**
	Tripura	6	3	3	1030	630	180	**12**	**1840**
	West Bengal	156	105	107	39260	39282	11885	**277**	**90427**
Eastern Total		**393**	**269**	**294**	**103075**	**102045**	**33833**	**737**	**238953**
North-West	Chandigarh	5	5	8	990	1041	758	**12**	**2789**
	Delhi	20	23	51	5360	9270	13132	**77**	**27762**
	Haryana	207	186	221	62753	62046	27804	**427**	**152603**
	Himachal Pradesh	35	35	28	8998	8978	2104	**72**	**20080**
	Jammu and Kashmir	31	9	18	6035	3345	1696	**51**	**11076**
	Punjab	195	144	183	67055	47253	20468	**376**	**134776**
	Rajasthan	233	161	152	58431	60223	15606	**417**	**134260**
North-West Total		**726**	**563**	**661**	**209622**	**192156**	**81568**	**1432**	**483346**
Northern	Bihar	61	34	40	17390	10340	3367	**119**	**31097**
	Uttar Pradesh	512	417	648	144863	156033	91099	**1130**	**391995**
	Uttarakhand	113	51	76	20873	13691	7821	**183**	**42385**
Northern Total		**686**	**502**	**764**	**183126**	**180064**	**102287**	**1432**	**465477**
South-Central	Andhra Pradesh	327	446	632	87037	185176	95873	**841**	**368086**
	Telangana	237	421	624	59950	156103	111368	**753**	**327421**
South-Central Total		**564**	**867**	**1256**	**146987**	**341279**	**207241**	**1594**	**695507**
South-West	Karnataka	360	267	365	101373	107380	47843	**749**	**256596**
	Kerala	78	214	224	23241	66318	22502	**375**	**112061**
South-West Total		**438**	**481**	**589**	**124614**	**173698**	**70345**	**1124**	**368657**
Southern	Puducherry	9	20	17	2402	9000	1937	**31**	**13339**
	Tamil Nadu	513	570	713	213065	283025	81685	**1344**	**577775**
Southern Total		**522**	**590**	**730**	**215467**	**292025**	**83622**	**1375**	**591114**
Western	Dadra and Nagar Haveli	1	1	2	330	60	186	**3**	**576**
	Daman and Diu	2	0	0	540	0	0	**2**	**540**
	Goa	9	8	5	2955	1430	615	**17**	**5000**
	Maharashtra	719	561	722	184813	168837	88110	**1550**	**441760**
Western Total		**731**	**570**	**729**	**188638**	**170327**	**88911**	**1572**	**447876**
Grand Total		**4469**	**4408**	**5666**	**1293843**	**1656237**	**749715**	**10356**	**3699795**

Variation of Intake in AICTE approved Institutions (UG/ PG/ Diploma/ Post Diploma)

year	Diploma/ Post Diploma	Engineering and Technology	Management	MCA	Pharmacy	Architecture	Hotel Management and Catering
2007-08	417923	653290	121867	70513	52334	4543	5275
2008-09	610903	841018	149555	73995	64211	4543	5794
2009-10	850481	1071896	179561	78293	68537	4133	6387
2010-11	1083365	1314594	277811	87216	98746	4991	7393
2011-12	1117545	1485894	352571	92216	102746	5491	7693
2012-13	1212612	1761976	385008	100700	121652	5996	8401
2013-14	1177918	1804353	364816	119713	137257	9550	6622
2014-15	1307344	1901501	365352	109925	143244	10890	6442
2015-16	1310414	1844642	350161	103048	139622	10986	6430
2016-17	1293843	1752296	329273	94159	130926	9936	6109

1.3 The AICTE Act, 1987

The AICTE Act, 1987 was passed by the Parliament, to provide for the establishment of the All India Council for Technical Education (AICTE) with a view to ensure proper planning and coordinated development of the Technical Education System throughout the Country, qualitative improvement of such education in relation to planned quantitative growth and the Regulation and proper maintenance of norms and standards in the Technical Education System and for matters connected therewith.

1.4 Important Provisions of the AICTE Act, 1987 on Approval Process

10(g) Evolve suitable performance appraisal system for Technical Institutions and Universities imparting Technical Education, incorporating norms and mechanisms for enforcing accountability.

10(i) Lay down norms and standards for Course curriculum, physical and instructional facilities, staff patterns, staff qualifications, quality instructions, assessment and examination.

10(k) Grant approval for starting new Technical Institutions and for introduction of new Courses or Programmes in consultation with the Agencies concerned.

10(n) Take all necessary steps to prevent commercialization of Technical Education.

10(p) Inspect or cause to inspect any Technical Institution.

11(1) For the purposes of ascertaining the financial needs of Technical Institution or a University or its standards of teaching, examination and research, the Council may cause an inspection of any department or departments of such Technical Institution or University to be made in such manner as may be prescribed and by such person or persons as it may direct.

11(2) The Council shall communicate to the Technical Institution or University the date on which any inspection under sub-section (1) is to be made and the Technical Institution or University shall be entitled to be associated with the inspection in such manner as may be prescribed.

11(3) The Council shall communicate to the Technical Institution or the University, its views in regard to the results of any such inspection and may after ascertaining the opinion of that Technical Institution or University the action to be taken as a result of such inspection.

11(4) All communications to a Technical Institution or University under this Section shall be made to the executive authority thereof and the executive authority of the Technical Institution or University shall Report to the Council the action, if any, which is proposed to be taken for the purposes of implementing any such recommendations as is referred to in sub-section (3).

1.5 AICTE Profile

1.5.1 Vision

To be a World Class Organization leading Technological and Socioeconomic development of the Country by enhancing the global competitiveness of Technical manpower, by ensuring high quality Technical education to all sections of the Society.

1.5.2 Mission

- A true facilitator and objective regulator.
- Transparent governance and accountability in approach towards Society.
- Planned and coordinated development of Technical Education in the country by ensuring World Class standards of Institutions through accreditation.
- Facilitating World Class Technical Education through:

  i. Emphasis on developing high quality Institutions, academic excellence and innovative research and development Programmes;
  ii. Networking of Institutions for optimum resource utilization;
  iii. Dissemination of knowledge;
  iv. Technology forecasting and global manpower planning;
  v. Promotion of Industry-Institution interaction for developing new products, services, and patents;
  vi. Inculcating Entrepreneurship;
  vii. Encouraging indigenous technology;
  viii. Focusing on non-formal education;
  ix. Providing affordable education to all.
  x. Making Indian Technical Education globally acceptable.
  xi. A vision of a forward-looking organization that has an efficient, flexible and empowered manpower, sensitive to stakeholder's expectations.

1.5.3 Objectives

- Promotion of quality in Technical Education
- Planning and coordinated development of Technical Education system
- Providing Regulations for maintenance of norms and standards

1.5.4 Responsibilities

- Promotion of quality in Technical Education
- Policy directions
- Review of norms and standards
- Assessment of manpower requirement
- Liaison with Central Government, State Governments, Universities and other Statutory Bodies
- Others as provided in the Act

1.5.5 Major Functions and Schemes

- Approval of Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma Level Programmes in Technical Institutions
- Approval of variation/ increase in Intake, additional Courses/ Programmes in Technical Institutions
- Quality Assurance through NBA accreditation

- Participation in the process of granting Deemed University status by MHRD
- Approval for Foreign Collaboration/ Twinning Programmes
- Industry-Institution Partnership Cell
- Development of Model Curricula through All India Boards of Studies
- Share and Mentor Institutions (Margdarshan)
- AICTE-Adjunct Faculty
- Trainee Teacher Scheme
- Unnat Bharat Abhiyan
- Scholarship Scheme for Girl Child (SSGC) – PRAGATI
- Scholarship Scheme for Divyang – SAKSHAM
- Research Promotion Scheme (RPS)
- Entrepreneurship Development Cell (EDC)
- Modernisation and Removal of Obsolescence (MODROBS)
- Seminar Grant
- Travel Grant
- Faculty Development Programme (FDP)
- Research Park
- AICTE-INAE-DVP (Distinguished Visiting Professor)
- AICTE-INAE-TG (Travel Grant for students)
- AICTE-INAE-TRF (Teaching Research Fellowship)
- Project Centre for Technical Education
- Skill and Personality development Programme centre for SC/ ST Students
- e-Learning Centre for Technical Education
- Industry Institution Partnership Cell (IIPC)
- PG scholarships for GATE/GPAT Qualified PG students
- e-Shodh Sindhu
- Quality Improvement Programme
- Innovation Promotion Scheme (IPS)
- Hostel for SC/ ST Students
- Community Colleges under NSQF

Chapter I

Grant of Approval through a single application for the following:

- **Setting up new Technical Institution offering Technical Programme at Diploma/ Post Diploma/ Degree/ Post Graduate Degree and Post Graduate Diploma Level**
- **Change of Site/ Location**
- **Closure of Institution**
- **Conversion of Women's Institution into Co-Ed Institution and vice-versa**
- **Conversion of Diploma Level into Degree Level and vice-versa**

1 Introduction

1.1 A new Technical Institution shall be established by providing infrastructure and other requirements as per the Approval Process Handbook.

1.2 New Technical Institution offering technical Course(s)/ Programme(s) shall not be established and/ or started without prior approval of the Council.

1.3 Technical Institution shall satisfy the land norms given in Appendix 4 of Approval Process Handbook.

1.4 Admission Authority/ Body/ Institution shall not permit admission of students to a Technical Programme which is not approved by the Council.

1.5 **Applicants are advised to apply only if the building for the first year is complete as per the Infrastructure requirements in all respects at the time of submitting the application on the AICTE Web-Portal *www.aicte-india.org***

1.6 The Institutions approved by the Council of Architecture in the previous academic years, seeking approval for the first time from AICTE shall submit an application as a new Technical Institution.

1.7 The applications received shall be processed as per the procedures, norms and standards prescribed in the Approval Process Handbook. The Institution should also adhere to the existing Central, State and Local laws.

2 Time Schedule for processing of applications

AICTE shall notify through a Public Notice in the leading newspapers and through the AICTE Web-Portal regarding cut off dates for various purposes including receipt of applications and processing thereof from time to time. **The time schedule mentioned in the Public Notice shall be final and binding.** To process any request from the Institution regarding approval, online application is mandatory.

The last date of submission of application shall mean submission of application on Portal and generation of pay in slip not later than the last date as mentioned in the time schedule for this purpose and as notified in the Public Notice published in the leading newspapers and through the AICTE Web-Portal.

Enclosures to be submitted at various stages in the approval process shall be as per Appendix 16.

3 Seeking approval of the Council

3.1 Application for

a Setting up new Technical Institution offering one Technical Programme at Diploma/ Post Diploma/ Degree/ Post Graduate Degree and Post Graduate Diploma Level

b Change of Site/ Location of the Institution

c Closure of the Institution

d Conversion of Women's Institution into Co-Ed Institution and vice-versa

e Conversion of Diploma Level into Degree Level and vice-versa

3.2 Requirements and Eligibility

a A Society registered under the Societies Registration Act, 1860 through the Chairman/ President or Secretary of Society or

b A Trust registered under the Indian Trust Act, 1882 as amended from time to time or any other relevant Acts through the Chairman/ President or Secretary of the Trust or

c A Company established under Section 8 of Companies Act, 2013 or

d Central or State Government/ UT Administration or by a Society or a Trust registered by them.

e Apart from the above bodies as mentioned in a, b, c and d any other body formed under Public Private Partnership (PPP) or under Build Operate Transfer (BOT) mode through an Officer authorized by Central/ State Government/ UT.

3.3 In terms of policy initiatives of MHRD, Government of India for promotion of Technical Education in un-served/ underserved Districts across the country for opening of Polytechnics by the respective State Government/ UT under the Scheme of "Sub-Mission on Polytechnics", the list of Districts identified under this scheme is given in Annexure 1. The scheme shall be applicable to the Districts in Annexure where no Polytechnics are already available. If any of the mentioned Districts are carved out administratively, then those carved out Districts shall also be considered under the Sub-Mission Scheme.

Policy initiatives of MHRD to establish Engineering College/ Technical Institution by the respective State Government/ UT in "Educationally Backward Districts/ Left Wing Extremism (LWE) affected" as notified by the Central Government from time to time (or) in a district where there is no such Institution. The list of Districts identified as Higher Educationally Backward Districts is given in Annexure 1. If any of the mentioned Districts are carved out administratively, then those carved out Districts shall also be considered under the Educationally Backward/ LWE Scheme.

3.4 The concerned State Government seeking approval of AICTE for these Institutions under the above mentioned schemes is required to apply individually online on the AICTE Web-Portal. Applications shall be processed by way of obtaining an undertaking from the Chief Secretary of the respective State Government that the land has been transferred in the name of the proposed Institutions, sufficient funds have been allotted to start the construction of the permanent campus and that these proposed Institution(s) are being established in the respective State under the above mentioned Schemes initiated by the MHRD. The Institutions shall function in a temporary campus and will move to their permanent campus within 2 years from the date of Letter of Approval (LoA). However, AICTE shall send EVC to Institution to assess the status of readiness of the State Government for operationalization of these Institutions in terms of arrangements such as hiring/ existing temporary accommodation, minimum infrastructure required including Laboratory, equipment, staff/ faculty for such proposals.

3.5 **The applicants (except for closure of Institution) fulfilling the following conditions on or before the last date prescribed for receipt of application by the Council shall be eligible to apply.**

a The Promoter Society/ Trust/ Company shall have the land as required and has its lawful possession with clear title in the name of the Promoter Society/ Trust/ Company on or before the date of submission of application.

Further to that it shall be open for the Promoter Society/ Trust/ Company of the proposed Institution to mortgage the land with the prior intimation to AICTE after the issue of Letter of Approval (LoA), only for raising the resources for the purpose of development of the Technical Institution situated on that land.

Applications for the cases listed in Clauses 3.1 (a) and (e) are not eligible to apply for NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries and Twinning/ Fellowship Programmes. However, the Institutions shall be eligible for the same after one batch of students pass out.

b Land/ built-up area requirement for Technical Institution shall be as mentioned in Appendix 4.

Plot(s) of land under consideration shall be contiguous and shall have no obstacles such as river, canals, rail tracks, highways, high tension lines or any such entity hampering continuity of land. In case, if obstacles come later, connectivity shall be ensured and proper Safety Certificate should be produced from Competent Authority.

Land use Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.

Land conversion Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.

Land classification Certificate shall be obtained from the Competent Authority as designated by concerned State Government/ UT.

State wise Competent Authorities for issuing the Certificates pertaining to Land/ Building are given in Annexure 2.

Certificate of Occupancy/ Completion (as applicable) from the Competent Authority (as per standard format prescribed by the issuing Authority). State wise Competent Authorities for issuing the Occupancy/ Completion Certificate are given in Annexure 3.

c Building for the first year should be completed in all respects as per the Infrastructure requirements. Building plan for the entire duration of the Programme(s) of the Institution shall be prepared by an Architect registered with Council of Architecture/ licensed surveyor and approved by the Competent Authority as designated by concerned State Government/ UT.

d Instructional area requirements as stated in the Appendix 4 shall be applicable for a Technical Institution.

e Administrative area requirements as stated in Appendix 4 shall be applicable for a Technical Institution.

f Amenities area requirements as stated in Appendix 4 shall be applicable for a Technical Institution.

g Access and Circulation Area (ACA) shall be 25% of built-up area.

h Central Library with Reading Room: Programme wise area requirement shall be as per Appendix 4.

i Computer Centre: Programme wise area requirement shall be as per Appendix 4.

3.6 The fund position of the applicant (Self-financing Institutions, Private Universities) in the form of FDRs and/ or Bank accounts in Nationalized Bank or Scheduled Commercial Banks recognized by Reserve Bank of India shall be as under on the date of Scrutiny.

	Programme proposed (Degree, Post Graduate Degree, Diploma and Post Diploma)	**Total minimum funds required as proof of operational expenses at the time of Scrutiny in the name of Society/ Trust (in Lakh)**
i	Engineering and Technology	100
ii	Pharmacy	50
iii	Hotel Management and Catering Technology	50
iv	Architecture and Town Planning	
	a. Architecture b. Town Planning	50 50
v	Applied Arts and Crafts	50
vi	MCA	50
vii	Management	50

3.7 The applicants shall not use name of the Technical Institution in such a way that the abbreviated form of the name of the Technical Institution becomes **IIM/ IIT/ IISc/ NIT/ IISER/ IIIT/ IIEST/ AICTE/ UGC/ MHRD/ GoI**. The applicant shall also not use the word(s) Government, India, Indian, National, All India, All India Council, Commission anywhere in the name of the Technical Institution and other names as prohibited under the Emblems and Names (Prevention of Improper Use) Act, 1950. Provided that the restrictions mentioned above shall not be applicable, if the Technical Institution is established by Government of India or its name is approved by the Government of India.

3.8 Name of the "Technical Institution/ Trust/ Society/ Company" for which approval is accorded by the Council shall not be changed without the approval of the Council. The Council shall permit the Change in name as per laid down procedures as given in this handbook

3.9 A maximum of five Courses as per Appendix 2 shall be approved for a New Institution at the level of a Diploma (Polytechnic) or a Degree Institution (UG/ PG), a combination of Diploma, UG and PG shall not be approved, in case of Engineering and Technology.

3.10 The head of the "Technical Institution" shall be named as "Principal/ Director" having qualifications satisfying existing norms as defined for Principal in a Programme of the Technical Institution.

3.11 Requirement of Computers, Software, Internet and Printers shall be as given in Appendix 5.

3.12 Requirement of Laboratory equipment and Experiments shall be as given in Appendix 5 (as per the curriculum of respective Affiliating University/ Board).

3.13 Requirement of books and Library facilities for each Programme shall be as given in Appendix 5.

3.14 Requirement of e-Journals shall be as given in Appendix 10.

3.15 Essential and desired requirements shall be as given in Appendix 6.

3.16 In case of non-Technical Institutions seeking approval for conducting MCA/ MBA and University Departments/ Constituent Colleges seeking approval for conducting MCA/ MBA/ M.Pharma./ M.Tech. Programmes apart from their existing Courses, separate building and Principal are not required. However, in such cases all other norms (as per Approval Process Handbook 2017-18) such as separate Head of the Department, faculty, infrastructure, built-up area, etc. should be fulfilled.

4 Submission of Application

4.1 User ID and Password

An unique USER ID will be allotted to each new applicant for setting up a new Institution on payment of 5000/ - (Five Thousand Only), through the payment gateway on the AICTE Web-Portal *www.aicte-india.org*

Institutions applying for Change of Site/ Location/ Closure of Institution/ Conversion of Women's Institution into Co-Ed Institution and vice-versa/ Conversion of Diploma Level into Degree Level and vice-versa shall apply from their current Login only.

If any existing Institution has not obtained a USER ID/ Password previously, a new unique USER ID shall be allotted to applicants on payment of 5000/ - (Five Thousand Only), through the payment gateway on the AICTE Web-Portal *www.aicte-india.org*

If any existing Institution has forgotten the Password, the Institution shall apply to RO with an Affidavit[1] for "forgotten Password" along with the proof of payment made. RO shall verify and upload in the Web-Portal for allotment of Password to the applicants for further processing.

Using the USER ID, the application in the prescribed Format shall have to be filled and submitted on the AICTE Web-Portal *www.aicte-india.org*. Using this USER ID, the applicant will be able to track the status of the application at various stages of processing.

4.2 Details of Processing Fee

a For Setting up new Technical Institution offering Technical Programme at Diploma/ Post Diploma/ Degree/ Post Graduate Degree and Post Graduate Diploma :

	Type of Institution applied for	**Processing Fee in Lakh**
i	Minority Institution	5.0
ii	Institution set up in J&K, North Eastern States other than Government/ Government aided/ Central University/ State University	5.0
iii	Institution set up exclusively for women other than Government/ Government aided/ Central University/ State University	5.0
iv	All other Institutions	7.0
v	ALL the Institutions including (i) to (iv) above whose application was rejected and issued Final LoR in the preceding one year i.e. 2016-17	3.0
vi	Institutions approved by Council of Architecture in the previous Academic Years and seeking approval for the first time from AICTE	3.0
vii	Government/ Government aided/ Central University/ State University	Nil

b For Change of Site/ Location, Closure of Institution, Conversion of Women's Institution to Co-Ed Institution and vice-versa, and Conversion of Diploma Level into Degree Level and vice-versa.

	Type of Institution	**Change in Site/ Location (in Lakh)**	**Closure of Institution (in Lakh)**	**Conversion of Women's Institution to Co-Ed Institution and vice-versa (in Lakh)**	**Conversion of Diploma Level into Degree Level and vice-versa (in Lakh)**
i	Minority Institution	2.0	0.25	2.0	5.0
ii	Institution set up in J&K, North Eastern States other than Government/ Government aided/ Central University/ State University	2.0	0.25	2.0	5.0
iii	Institution set up exclusively for women other than Government/ Government aided/ Central University/ State University	2.0	0.25	2.0	5.0
iv	All other Institutions except Government/ Government aided/ Central University/ State University	3.0	0.50	3.0	7.0
v	Government/ Government aided/ Central University/ State University	Nil	Nil	Nil	Nil

c In extraordinary circumstances, if additional Scrutiny/ EVC has to be conducted, the applicant has to remit 2.0 Lakh through online.

d The processing fee shall be paid through the AICTE payment gateway on the Portal, through Corporate Internet banking within the deadline failing which, the application shall not be considered.

Applications shall be accepted subject to realization of the Payment. Only those applications submitted within the last date including payment shall be considered for processing.

4.3 All applicants shall ensure that the data entered/ edited are correct. Facility to edit the data is available until the submission of the data by pressing the "submit" tab.

The Portal permits the generation of Deficiency Report.

After pressing the "submit" tab, the data shall not be allowed for any further correction, till the processing of application is completed. Applicants shall exercise utmost caution before pressing the "submit" tab.

Submission of an application on Web-Portal on or before the last date as mentioned in the schedule is mandatory.

4.4 An Affidavit[4] sworn before First Class Judicial Magistrate or Notary or an Oath Commissioner on 100/- Non-judicial stamp paper is to be submitted. In case of false information, AICTE shall invoke the provisions, both civil and/ or criminal as per the Regulations in place.

A printout of the complete online application as submitted on the AICTE Web-Portal, along with the proof of payment, Deficiency Report generated and documents mentioned as per Appendix 16 duly

attested by the Secretary of the Trust shall be submitted on the date of Scrutiny at the Regional Office, along with a stamped receipt from an authorized signatory of Affiliating University/ Board and Concerned State Government/ UT as proof of submission of these documents, failing which the Scrutiny shall not be conducted.

Applications complete in all respects and in order shall only be processed.

4.5 Views of State Government and Affiliating University/ Board

a The State Government/ UT and the Affiliating University/ Board shall forward to the concerned Regional Office of the Council, their views on the application received by them, within a period of **21 days** from the date of receipt of the application of an Institution, with valid reasons or otherwise along with the perspective plan of the Concerned State and in any case, not later than the last date of submission of application as per the prescribed schedule of AICTE.

b The views of the State Government/ UT and the Affiliating University/ Board shall be taken into account by the Regional Committee while taking the decision whether the application is to be processed further or not. If the application is not processed further, the processing fee after a deduction of 50000/ - (Rupees Fifty thousand only) shall be refunded to the applicant.

In the absence of receipt of views from the State Government/ UT and/ or the Affiliating University/ Board on the application of an Institution, the Council shall proceed for further processing.

5 Change of Site/ Location

a Conditions for Approval of Change of Site

The additional documents to be submitted for Change of site/ Location shall be as per Appendix 16.

The change in Site/ Location shall be allowed within the jurisdiction of the Affiliating University/ Board.

b Procedure for Approval of Change of Site

The AICTE approved existing Institution seeking for change of Site/ Location shall apply on Portal along with the Extension of Approval as per norms.

1 The application shall be processed as per procedure of approval for New Institution. It shall be necessary to provide built-up area as per norms required to conduct all existing Courses at new Site/ Location. Expert Visit Committee shall verify the completeness of infrastructure.

2 The equipment, library and other movable property in the existing Institution shall be shifted to new site/ location, only after approval by the Council for change of site/ location.

3 After shifting of the equipment, library and other movable property from the existing Institution to new site/ location another Expert Visit Committee shall be conducted again to verify the facilities at new Site/ Location.

4 The change of site/ location shall be effected only on receipt of final approval in respect of new location and approval for activities at previous location shall cease.

5 On approval of new location, all activities of the Institution shall necessarily be carried out at newly approved location only.

6 Any violation in this respect shall lead to Withdrawal of Approval and Institution shall not be allowed to continue its activities in either locations.

7 Request for approval for partial shifting of the Courses/ Programme in the Institution shall not be considered.

6 Closure of Institution

a Conditions for Approval of Closure of Institution

1 The Institution shall apply for Complete Closure or Progressive Closure.
2 The additional documents to be submitted for Closure of Institution shall be as per Appendix 16.
3 In case of Complete Closure, the Institution shall be closed completely in one instance.
4 In case of Progressive Closure, closure at the first year level shall be allowed in the current Academic Year. However, the subsequent years of working shall lapse at the end of each Academic Year progressively.
5 Final closure order in case of Progressive Closure shall be issued after completion of the Programme(s) and submission of Affidavit[2].
6 Once Complete Closure or Progressive Closure is approved, the Institution shall have to apply only afresh for starting new Technical Programme. Such request shall be considered as application for establishment of new Institution and shall be processed as per Chapter I of Approval Process Handbook, after final closure order is issued by the Council in case of Progressive Closure (except for Institutions applying under Clause 3.1 (e) of Approval Process Handbook).
7 Complete Closure or Progressive Closure is subject to no pending court case filed against the Institution by AICTE, and no Charge sheet filed against the Institution.

b Procedure for Approval of Closure of Institution

The AICTE approved Institution seeking closure of Institution shall apply on Portal for the closure of the Institution as per the norms.

- Scrutiny Committee shall verify the correctness of the documents.
- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO.
- Scrutiny Committee Report shall be placed before Regional Committee for further processing.

The closure of the Institution shall be effected only on receipt of approval by the Council.

7 Conversion of Women's Institution into Co-Ed Institution and vice-versa

a Conditions for Approval of Conversion of Women's Institution into Co-Ed Institution and vice-versa.

The admission of students in the Institution for three consecutive years should be less than 60%.

The additional documents to be submitted for Conversion of Women's Institution into Co-Ed Institution and vice-versa shall be as per Appendix 16.

b Procedure for Approval of Conversion of Women's Institution to Co-Ed Institution and vice-versa

The AICTE approved Institution seeking approval for Conversion of Women's Institution to Co-Ed Institution and vice-versa shall apply on Portal along with the Extension of Approval as per the norms.

The application shall be processed as per the procedure of approval for New Institution.

It shall be necessary to provide built-up area as per norms required to conduct all existing Courses.

The conversion from Women's to Co-Ed Institution and vice-versa shall be effected only after grant of approval by the Council.

8 Conversion of Diploma Level into Degree Level and vice-versa

a Conditions for Approval of Conversion of Diploma Level into Degree Level and vice-versa.

The Standalone Institution in existence for a minimum period of 5 years.

The additional documents to be submitted for Conversion of Diploma Level into Degree Level and vice-versa shall be as per Appendix 16.

Merging of Courses is not permitted.

Conversion of Level shall be permitted ONLY for Regular/ First Shift Courses.

Conversion shall be permitted for all the Courses in the said Level and partial conversion of few Courses in the said Level is not permissible. In case, closest available nomenclature is not existing in Annexure 4A or 4B, then such Courses shall have to be applied for closure.

b Procedure for Approval of Conversion of Diploma Level into Degree Level and vice-versa

The Institution shall have to apply for Progressive/ Complete Closure of Regular/ First Shift and Second Shift/ Part Time (if existing) including PG Courses, if any, for the existing Courses and Level(s).

The AICTE approved Institution seeking approval for Diploma Level into Degree Level and vice-versa shall apply for the Courses corresponding to the existing one as per Annexure 4A or 4B (as applicable) on Portal as per the norms. In case, closest available nomenclature is not existing in Annexure 4A or 4B, then such Courses shall be not be permitted for Conversion.

The Institution may also seek change in the name of the Institution.

The application shall be processed as per the procedure of approval for New Institution.

It shall be necessary to provide Instructional area and Faculty as per norms required to conduct all Courses.

The conversion from Diploma Level into Degree Level and vice-versa shall be effected only after grant of approval by the Council.

Note: Land relaxation and refund of additional Security Deposit shall not be allowed for Institutions applying for conversion of Degree Level into Diploma Level. In case of applications seeking vice-versa, the current APH norms shall have to be fulfilled.

8.1 Institutions offering Diploma in Pharmacy shall be permitted to start Degree in Pharmacy and vice-versa in the same Institution, provided the requirement of the land and built-up area of each Programmes are met. The application shall be processed as per the norms for new Institution.

9 Procedure for approval of New Institutions

Formation of Scrutiny and Re-Scrutiny Committee

9.1 The applications shall be evaluated by a Scrutiny Committee constituted by the Regional Officer by selecting members through automated selection process provided on the AICTE Web-Portal. However, under extraordinary circumstances the Committee shall also be constituted manually with the prior approval of the Chairman.

9.2 Concerned Regional Officer or an Officer of the Council shall assist the Committee and place relevant records and documents before the Committee and make necessary arrangements for conduct of the meetings, however, he/ she shall not be part of the Committee.

9.3 Applicants shall present their application and **ALL** original documents along with self-attested copies as per Appendix 16 of Approval Process Handbook, before the Scrutiny Committee. Applicants shall adhere to Scrutiny schedule and not to remain absent at the time of Scrutiny.

9.4 Evaluation of the application by Scrutiny Committee

The Scrutiny Committee shall verify the authenticity of the documents submitted by the applicant as mentioned in the Appendix 16 and shall countersign all the documents that are accepted. All pages of the application along with documents submitted by the applicant shall be countersigned by all the members of the Scrutiny Committee.

9.5 Based on the recommendations of the Scrutiny Committee, the deficiencies, if any, shall be communicated to the applicant Society/ Trust/ Company through Web-Portal.

9.6 Applicants who are communicated deficiencies or remain absent at the time of Scrutiny shall be eligible for Re-Scrutiny. The date and time for Re-Scrutiny shall be informed by the concerned Regional Office.

9.7 The Re-Scrutiny Committee shall verify only the deficiencies pointed out by the Scrutiny Committee as per the norms and standards and shall countersign all the documents that are accepted.

9.8 The Regional Officer shall ensure and certify that all the fields of the Scrutiny Report are filled completely.

9.9 Applications which are found to be in order in all respects by the Scrutiny Committee or Re-Scrutiny Committee, shall be processed further for an Expert Visit Committee.

9.10 The attested copies of original documents shall be retained by the Regional Office.

9.11 All applicants whose applications are recommended for Expert Visit Committee by the Scrutiny Committee, or Re-Scrutiny Committee, shall be communicated the date of Expert Visit Committee through Web-Portal.

10 Formation of the Expert Visit Committee (EVC)

10.1 Evaluation of application by Expert Visit Committee (EVC)
The Expert Visit Committee shall verify physically the infrastructural facilities of the applicant Institution. The Expert Visit Committee shall be constituted by the Regional Officer by selection of members through automated selection process provided on the AICTE Web-Portal. However, if any member of Expert Visit Committee is unable to attend the scheduled visit or refuses or incapacitated to take part in such scheduled visit, then Regional Officer with prior or post-facto approval of the

Chairman, Regional Committee shall opt to choose another expert from approved panel of the experts manually. Under extraordinary circumstances, the EVC shall also be constituted manually by the Regional Officer with prior approval of the Chairman.

10.2 Role and responsibility of the Expert Visit Committee: An Expert Visit Committee shall visit the proposed premises of the Institution to verify the following:

- Readiness with respect to Appendix 4, i.e. instructional, administrative and amenities area requirements for the first year for Technical Institution as per the building plan duly accepted and counter signed by the Scrutiny Committee members
- Readiness with respect to Appendix 5, i.e. Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals and Library facilities for Technical Institution
- Readiness with respect to Appendix 6 i.e. Essential and desired requirements for Technical Institution
- Progress related to appointment of Principal/ Director and faculty with respect to the norms, standards and conditions prescribed by the Council

10.3 Concerned Regional Officer or an Officer of the Council shall assist the Committee and make necessary arrangements for conduct of the Expert Visit Committee, however, he/ she shall not be a part of the Committee.

10.4 Expert Visit Committee shall have access to the Report of the Scrutiny Committee and Re-Scrutiny Committee.

10.5 Expert Visit Committee shall verify actual availability of equipment as per the syllabus of the Affiliating University/ Board, computers, software, internet, printers, book titles, book volumes, subscription of National and International e-Journals and Stock Registers. Mere presentation of Purchase Orders/ Payment records for subscription etc. without actual availability shall not be considered.

10.6 Expert Visit Committee shall also verify documents in original as in Appendix 16 with respect to actual infrastructure visited.

10.7 The applicant shall arrange for Video recording at his/ her own expense with date and time of the entire proceedings of the Expert Visit Committee, which shall form part of the Expert Visit Committee Report.

The applicant shall also arrange Internet ready Laptop/ desktop, scanner and printer to the Expert Visit Committee.

10.8 The Expert Visit Committee shall submit the following to the RO:

- Its visit Report in the prescribed format.
- Attested Copies of all documents (as applicable) as mentioned in Appendix 16.
- Video recording of Expert Visit Committee during visit.
- Attendance sheet duly signed/ digitally authenticated by the Expert Visit Committee members and representatives of applicant Trust/ Society/ Company present during the visit

10.9 The Regional Officer shall ensure and certify that all the fields of the Expert Visit Committee Report are filled completely.

10.10 The scanning and uploading of the Scrutiny/ Re-Scrutiny Committee Report and Expert Visit Committee Report shall be done by the concerned Regional Office of the Council.

11 Evaluation of application

11.1 The Reports of Scrutiny Committee, Re-Scrutiny Committee and Expert Visit Committee shall be made available to the Regional Committee. The Regional Committee shall consider these Reports along with views of concerned State Government/ UT and Affiliating University/ Board, if any, and recommend the application for further processing. The Regional Officer shall ensure and certify that all the fields of Regional Committee Report are filled completely.

11.2 Regional Officer concerned, while forwarding the recommendations of the Regional Committee for further processing of issuance of LoA or otherwise to AICTE Head Quarter for placing before the Executive Committee, shall verify that the processes prescribed under these Regulations and Approval Process Handbook are followed by the Scrutiny/ Re-Scrutiny Committee, EVC and the Regional Committee.

11.3 The Bureau concerned at AICTE Head Quarter shall also verify that the processes and parameters prescribed under these Regulations and Approval Process Handbook are followed. The concerned Officer in Approval Bureau shall ensure and certify that all the fields of all the Reports are filled completely.

12 Grant of Approval

12.1 The Executive Committee after considering the recommendations of the Regional Committee and views of the Approval Bureau, shall take decision for grant of approval or otherwise. The decisions taken by the Executive Committee are ratified by the Council.

12.2 Applicants, whose applications are recommended for grant of approval by the Executive Committee, shall be informed for submission of Security Deposit along with an Affidavit[3].

12.3 The decision of the EC/ Council shall be uploaded in the Web-Portal in the form of a Letter of Approval (LoA) or Letter of Rejection (LoR) with the specific reasons for rejection of the application.

12.4 An Institution/ applicant, if aggrieved by the decision of EC, shall have the right to **appeal once** to the Council, about the compliance of the deficiencies, **within 10 days from the date of uploading of LoR.** Such Institution is permitted to appear before a Standing Appellate Committee on the date and time scheduled by AICTE. The final decision of the Council shall be uploaded on or before 30th April of Calendar Year.

12.5 Applicants as in Clause 12.2 of Approval Process Handbook shall deposit the prescribed amount in AICTE's bank account as applicable to the category of the Institutions indicated below:

Security Deposit applicable for Institutions under different Programmes in Lakh						
Programme	**Under Graduate**		**Post Graduate Degree and Post Graduate Diploma**		**Diploma and Post Diploma**	
	Minority/ Women's/ J&K/ North Eastern States	**Others**	**Minority/ Women's/ J&K/ North Eastern States**	**Others**	**Minority/ Women's/ J&K/ North Eastern States**	**Others**
Engineering and Technology	28.00	35.00	28.00	35.00	12.00	15.00
Pharmacy	12.00	15.00	12.00	15.00	12.00	15.00
Architecture and Town Planning						
a. Architecture **b. Town Planning**	12.00 12.00	15.00 15.00	12.00 12.00	15.00 15.00	12.00 12.00	15.00 15.00

Applied Arts and Crafts	12.00	15.00	12.00	15.00	12.00	15.00
Management	-	-	12.00	15.00	12.00	15.00
HMCT	12.00	15.00	12.00	15.00	12.00	15.00
MCA	-	-	12.00	15.00	-	-

12.6 The amount deposited by the Institution shall remain with the Council for 10 years. The interest accrued on this deposited amount shall be credited to the Council and shall be utilized by AICTE for Quality improvement Programme for faculty and giving Scholarships to students.

12.7 Applicants, whose applications are recommended for Conversion of Women's to Co-Ed or Conversion of Diploma Level into Degree Level, Security Deposit for the remaining amount as per the requirements of Approval Process Handbook for the remaining period of 10/ 8 years, as applicable shall be created. No deposit is required where NOC was already issued to the Institution for the release of the earlier FDR.

12.8 The Principal amount shall be returned to the Society/ Trust/ Company on expiry of the term. However, the term of the deposited amount could be extended for a further period as shall be decided on case to case basis and/ or forfeited in case of any violation of norms, conditions, and requirements and/ or non-performance by the Institution and/ or complaints against the Institution.

12.9 **Validity of the Letter of Approval, if issued, shall be for two Academic Years from the date of issue of Letter of Approval, only for obtaining affiliation with the respective University/ Board and fulfilling State Government/ UT requirements for admission in the current session**. Even, if the Institution fails to admit the students in the current Academic Year due to non-affiliation by the University/ Board or non-fulfillment of State Government/ UT requirements, the Institution shall apply online on AICTE Web-Portal for Extension of Approval for the **next academic session**. An EVC may be conducted any time before the first batch of students have passed out, to verify the fulfillment of the norms as per Approval Process Handbook.

12.10 **The Council shall not grant Conditional Approval to any Institution.**

12.11 Applications made by the existing Institutions for Conversion of Women's to Co-education and vice-versa, Conversion of Diploma level into Degree level and vice-versa and change of Site/ Location and rejected by Council shall be processed for Extension of Approval as per Chapter II of Approval Process Handbook. The allotment of additional/ new Course shall be governed as per Chapter II.

For Closure of Institution/ Course(s), the applicant shall submit the relevant NOCs on or before 31st December, 2017. In all other cases, NOCs should be submitted along with the application.

Applications of existing Institutions who have applied for closure of Institution, and if such application is not approved by the Council due to certain deficiency; the Institution shall be given EoA with ZERO Intake for that year. However, Institution shall not be eligible for any refund of processing fee. Such Institutions shall submit all relevant documents after all the students have passed out (or) redistributed to nearby AICTE approved Institutions with the approval from the Council and seek official closure of the Institution.

If Complete/Progressive Closure is not approved, the Institution shall have to apply only afresh in the next Academic Year.

13 Appointment of Principal/ Director and teaching staff in newly approved Institution/ Programme

New Institutions granted Letter of Approval shall comply with appointment of teaching staff and Principal/ Director as the case may be, as per Policy regarding minimum qualifications pay scales etc., as prescribed in the Approval Process Handbook.

Institutions shall appoint teaching staff/ Principal/ Director and other technical supporting staff and administrative staff strictly in accordance with the methods and procedures of the concerned Affiliating University/ Board, State Governments and Honourable Court directions, if any, and as applicable in the case of selection procedures and selection Committees.

The information about these appointments of staff in the prescribed Format shall also be uploaded on the Web-Portal of AICTE.

In no circumstances, unless the appointment of all teaching and other staff is in place, the Institutions shall commence the Programme.

14 Appeal Procedure

Procedure for submission of appeal and evaluation by the Standing Appellate Committee for applications rejected by the Executive Committee

14.1 The Appeal of the Institution shall be considered by the Standing Appellate Committee and for the purpose of consideration of the Appeal, the Standing Appellate Committee shall devise its own procedure. The appeal schedule shall be notified on the Web-Portal.

14.2 Applicants are advised to adhere to the given Standing Appellate Committee schedule and not to remain absent.

If the applicant remains absent for Appeal, then under no circumstances, their applications/ proposal shall be taken up by the Standing Appellate Committee and such Institutions, if they so desire, shall apply afresh during the next Academic Year.

Such Institutions remaining absent for any reason whatsoever shall not be entitled for any further appeal.

14.3 An Officer of the Council concerned shall assist the respective Committee and place relevant records and documents before the Committee and make necessary arrangements for conduct of the meetings; however, he/ she shall not be part of the Committee.

A representative of the Institution shall be invited to place the point of view of the Institution before the Standing Appellate Committee for consideration.

14.4 The concerned Officer in Approval Bureau shall ensure and certify that all the fields of all the Reports are filled completely and are in order. The Report of the Standing Appellate Committee shall be uploaded on the Web-Portal by Officers of concerned Region at AICTE HQ and the same shall be placed before the Council whose decision shall be final.

14.5 If the SAC recommends for Scrutiny/ EVC, the same shall be conducted as per Clauses 9 and 10 respectively of Chapter I of Approval Process Handbook.

14.6 The Report of the Scrutiny and/ or Expert Visit Committee (recommended as per Clause 14.5) as applicable, shall be placed along with the observations of the Approval Bureau, before the Standing Appellate Committee on the date and time scheduled by AICTE. A representative of the Institution shall be invited to place the point of view of the Institution before the Standing Appellate Committee only in case of first EVC of the Institution and if EVC happened only after Standing Appellate Committee

recommendations since in all other cases a chance would have already been given to the Institution to present their views before Standing Appellate Committee regarding deficiencies noted by EVC.

The concerned Officer in Approval Bureau shall ensure and certify that all the fields of all the Reports are filled completely and are in order. The recommendations of the Standing Appellate Committee shall be uploaded on the Web-Portal by Officers of concerned Region at AICTE HQ and shall be placed before the Council whose decision shall be final.

Applicants, whose applications are recommended for grant of approval by the Council, shall be informed for submission of Security Deposit along with an Affidavit[3].

14.7 A final Letter of Approval/ Letter of Rejection shall be issued to the Institution through Web-Portal on or before 30th April of Calendar Year, with the reasons for rejection of the application.

14.8 LoA shall not be granted after 30th April, 2017 in view of the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA no.9048/ 2012.

14.9 Process flowchart for establishment of a new Institution is given in Annexure 5.

Chapter II

Grant of Approval through single application for the following:

- **Extension of Approval to the existing Institutions/ Continuation of approval after a break in the preceding academic year/ Restoration**
- **Increase in Intake/ Additional Course(s) in Regular/ First Shift in existing Institutions**
- **Addition of Integrated/ Dual Degree Course in the Regular/ First Shift in existing Institutions**
- **Fellowship Programme in Management in existing Institutions**
- **Introduction/ Continuation of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries**
- **Introduction/ Continuation of seats for sons/ daughters of NRIs**
- **Change in name of the Course/ Reduction in Intake/ Closure of Programme and/ or Course**
- **Change in name of the Institution**
- **Change in name of the Trust/ Society/ Company**
- **Change of Affiliating University/ Board**

1 Introduction

1.1 Institution offering technical education shall not continue technical Courses or Programmes beyond the specified period of approval given by the Council.

1.2 Each Institution offering Technical Programme at Diploma/ Post Diploma/ Degree/ Post Graduate Degree and Post Graduate Diploma Level shall submit an application to the Council, every year for Extension of Approval of Courses offered by the Institution. However,

a In case of Institutions having at least 50% of **eligible Courses** accredited by NBA, and if the valid accreditation period is beyond 10th April 2018 and those Institutions who have applied and obtained NBA accreditation from 1st July of the corresponding academic year, the period of approval for such Institutions shall be for a period of a minimum of **THREE** years for the existing Courses or the Academic Year up to which the NBA accreditation is valid, whichever is more.
(OR)
In case of Institutions having UGC Autonomous status (Academic/ Administrative/ Financial Autonomous) as conferred by the affiliating University, and if the live Autonomy period is valid beyond 10th April 2018, the period of approval for such Institutions shall be for a period of **THREE** years for the existing Courses or the Academic Year up to which the Autonomy is valid, whichever is more.

b For the above said Institutions, Processing Fee for Extension of Approval (EoA) ONLY is waived.

c Such Institutions are however, required to submit the updated Institutional information including faculty and students on the AICTE Web-Portal as per the Schedule notified by AICTE for downloading Extension of Approval letter every year.

d The Council shall monitor for fulfillment of all norms by the Institution and in the event of non-fulfillment, the Council shall initiate penal action as per Regulations and the extended approval shall be withdrawn. In such eventuality, the Institution needs to apply afresh and remit the Processing Fee in the subsequent years.

1.3 The applications received shall be processed as per the procedures, norms, standards and schedule prescribed in the Approval Process Handbook as notified by the Council. The Institution should also adhere to the existing Central, State and Local laws.

1.4 Merging of Institutions having individual Permanent IDs into a single Permanent ID is not permissible.

2 Time Schedule for Processing of Applications

AICTE shall notify through a Public Notice in the leading newspapers and through the AICTE Web-Portal regarding cut off dates for various purposes including receipt of applications and processing thereof from time to time. The time schedule mentioned in the Public Notice shall be final and binding. To process any request from the Institution regarding approval, online application is mandatory.

The last date of submission of application shall mean submission of application on Portal and generation of pay in slip not later than the last date as mentioned in the time schedule for this purpose and as notified in the Public Notice published in the leading newspapers and through the AICTE Web-Portal.

Enclosures to be submitted at various stages in the approval process are as per Appendix 17.

3 Submission of application

3.1 The Existing Institutions shall use the USER ID's allotted to them previously.

However, if the Institution has not obtained a USER ID/ Password previously, an unique USER ID shall be allotted to applicant Institutions on payment of 5000/ - (Five Thousand Only), through the payment gateway on the AICTE Web-Portal *www.aicte-india.org*

If any existing Institution has forgotten the Password, the Institution shall apply to RO with an Affidavit[1] for "forgotten Password" along with the proof of payment made. RO shall verify and upload in the Web-Portal for allotment of Password to the applicants for further processing.

For the purpose of applying for Grant of Extension of Approval to existing Technical Institution, the Institution shall submit an application for Extension of Approval online on the AICTE Web-Portal *www.aicte-india.org*

3.2 Seek approval of the Council for

a Extension of approval/ Continuation of approval after a break in the preceding academic year/ Restoration to existing Technical Institution or Technical Campus.

b Increase in Intake/ Additional Course(s) in existing Courses in the Regular/ First Shift in existing Institutions having valid NBA accredited Courses

c Addition of Integrated/ Dual Degree Course in the Regular/ First Shift in existing Institutions having valid NBA accredited Courses

d Fellowship Programme in Management in existing Institutions having valid NBA accreditation for Management Programme

e Introduction/ Continuation of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries

f Introduction/ Continuation of seats for sons/ daughters of NRIs

g Change in name of Course/ Reduction in Intake/ Closure of Programme and/ or Course

h Change in name of the Institution

i Change in name of the Trust/ Society/ Company

j Change of Affiliating University/ Board

3.3 An unique identification number is allotted to each application for further reference. Using this number, the applicant shall be able to track the status of the application at various stages of processing through the AICTE Web-Portal.

3.4 An applicant using login ID and password, shall enter/ edit data as required.

3.5 Processing Fee in Lakh for various applications of (Degree, Post Graduate Degree, Post Graduate Diploma, Diploma and Post Diploma Institutions)

Type of Institution	**Extension of approval**			**Increase in Intake/ additional Course**	**Introduction or Continuation of NRI seats**	**Introduction or Continuation of OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats**	**Introduction of Fellowship Programme in Management**	**Continuation of Fellowship Programme in Management**	**Reduction in Intake/ Closure of Course/ Programme**	**Change in name of Institution/ Affiliating University/ Board***	**Change in name of the Trust/ Society/ Company**	**Integrated/ Dual Degree Courses**
	Extension of approval	**Break in EoA/ Restoration**	**Amount of Late Fee**									
Minority Institution	0.75	3.0	2.0	0.75	0.75	3.0	10.0	5.0	0.25	0.75	3.0	0.75
Institution set up in J&K, North Eastern States	0.75	3.0	2.0	0.75	0.75	3.0	10.0	5.0	0.25	0.75	3.0	0.75
Institution set up exclusively for women	0.75	3.0	2.0	0.75	0.75	3.0	10.0	5.0	0.25	0.75	3.0	0.75
All other Institutions	1.0	3.0	2.0	1.0	1.0	5.0	15.0	7.5	0.50	1.0	3.0	1.0
Government/ Government aided/ Central University/ State University	Nil	Nil	0.10	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil

**No fees shall be charged, if State Government changes the jurisdiction of the Affiliating University*

Note:

- *For closure of PGDM Course, NOC from Affiliating University/ Board is not applicable. However EVC shall be conducted and the applicant has to pay 2.0 Lakh for the same.*
- *Processing fee shall not be refunded in case of Closure of Institution/ Course, once the application is processed and issued rejection due to non-submission of NOCs from State Government/ Affiliated University/ Trust in the format prescribed by AICTE.*

- *No NOCs from University/ State Government shall be required for reduction in Intake to Non-Zero Intake and closure of second Shift Courses.*
- *In extraordinary circumstances, if additional Scrutiny/ EVC has to be conducted, the applicant has to remit 2.0 Lakh through online.*

3.6 Payment

a Above fee is applicable irrespective of number of divisions/ Courses applied for Increase/ Closure.

b The processing fee shall be paid through the AICTE payment gateway on the Portal, through Corporate Internet banking within the deadline failing which, the application shall not be considered.

c Only those applications submitted within the cutoff date shall be considered for processing, subject to realization of the Payment.

3.7 All applicants shall ensure that the data entered/ edited are correct. Facility to edit the data is available until the submission of the data by pressing the "submit" tab.

3.8 The Portal permits the generation of Deficiency Report.

3.9 **After pressing the "submit" tab, the data shall not be allowed for any further correction, till the processing of application is completed.** Applicants shall exercise utmost caution before pressing the "submit" tab.

3.10 Submission of an application on Web-Portal on or before the last date as mentioned in the schedule is mandatory.

3.11 An Affidavit[4] sworn before First Class Judicial Magistrate or Notary or an Oath Commissioner on 100/ - Non-judicial stamp paper is to be submitted. In case of false information, the AICTE shall invoke the provisions, both civil and/ or criminal as per the Regulations in place.

3.12 A printout of the complete online application as submitted on the AICTE Web-Portal, along with the proof of payment, Deficiency Report generated, additional documents (if applicable) and Affidavit[4] shall be submitted on the date as scheduled by the Regional Office.

3.13 Applications complete in all respects and in order shall only be processed.

4 Procedure for processing of applications for EoA/ Break in EoA/ Restoration

a Grant of Extension of Approval is based on self-disclosure of required facilities and infrastructure availability as submitted online on AICTE Web-Portal. If there is "Zero Deficiency", then the system shall allot the Intake applied for, as per the Approval Process Handbook.

b Institutions have to upload Occupancy/ Completion Certificate/ Building License/ Form D issued by the Competent Authority. In any case, the Structural Stability Certificate from the registered Structural Engineer shall have to be uploaded. After the expiry of a period of thirty years from the issue of Completion Certificate and every ten years thereafter Structural Stability Certificate from the registered Structural Engineer for the purpose of certifying that the building is fit for human habitation has to be submitted along with the application.

For Government buildings, the Government Building Act, 1899 is applicable.

c Institutions applying for Break in EoA/ Restoration shall not be eligible for increase in Intake/ introduction of new Course(s)/ Introduction of NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries seats/ Introduction of Twinning/ Fellowship Programme and processed for EoA with EVC.

d Institutions which had not applied for EoA in the preceding Academic Years shall be considered as "Break in EoA" and processed for EoA with EVC.

e **Institutions having Courses where the admission is less than 30% of "Approved Intake" for the last 5 years consistently and if it continues for the current Academic Year, such Courses shall be closed next year with the approval of the Council.**

f EoA shall not be granted after 30th April 2017 in view of the order dated 13.12.2012 passed by the Hon'ble Supreme Court of India in CA no.9048/ 2012.

5 Procedure for processing of applications for increase in Intake/ Additional Course(s)

5.1 The approved Technical Institution shall expand its activities by Addition of new/ additional Courses/ divisions, in the 1st Shift provided they have valid NBA accreditation in place for following reasons.

- Increased demand of technically skilled personnel
- Increased utilization of infrastructure available at the Technical Institutions
- Facilitate cost effective education to masses through increased utilization of infrastructure available at the Technical Institutions
- Enabling Faculty to pursue PG Education
- Ensure quality of technical education being imparted

5.2 Eligibility Criteria

a The Institution shall have "Zero Deficiency" as per the Deficiency Report generated through Web-Portal.

b The Institution shall have valid NBA accreditation for the existing Course(s) as deemed necessary.

c Institutions shall be eligible for new Courses/ expansion of existing Courses, equal to the number of valid NBA accredited Courses, limited to a maximum **FOUR** divisions within the definition of Division/ Programme/ level, subject to the following conditions,

- A maximum of two Divisions shall be allowed to be added in the existing valid NBA accredited Diploma/ UG/ PG Course(s), subject to the condition that total number of divisions after expansion per Course shall not exceed THREE Divisions
- New Diploma/ UG Courses with only ONE Division shall be allowed at respective level including Technical Campus
- New PG Courses with only ONE Division shall be allowed in specializations where corresponding or relevant UG Courses exist.

Note: in all the above cases "Zero Deficiency" on Portal is a must for expansion.

Illustration for Expansion in Institutions having NBA Accredited Courses:
An Institution XYZ offers 11 Courses (3 Diploma + 5 UG + 3 PG) out of which 2 Courses at Diploma, 3 Courses at UG and 1 Course at PG level have valid NBA accreditation as on 10th April 2017. Such Institutions are eligible for addition (expansion) of divisions and starting new Courses as given below:

Name of the Institution: XYZ

Courses offered	Courses with valid NBA accreditation	Eligible for Expansion/ New Course as below (Maximum 04 in Number) in the First Shift
Diploma 1	Diploma 1	**Addition of Divisions** Addition of Divisions (not more than 2 in each Course) in existing valid accredited Courses at Diploma + UG + PG Level (Diploma-1, Diploma-3, UG-1, UG-3, UG-5 and PG-2) not exceeding total of 04 Divisions. Or **Addition of Divisions in existing accredited Courses + starting new Courses** Addition of divisions (not more than 2 in each Course) in existing valid accredited Courses (Diploma-1, Diploma-3, UG-1, UG-3, UG-5 and PG-2) + New Course(s) with only one Division in each Course at Diploma/ UG/ PG Level (Diploma-4, Diploma-5…etc./ UG6, UG7…etc./ PG4, PG5 … etc.) but not exceeding total of 4 Divisions. Or **Starting New Courses** Introduction of New Courses with only ONE Division in each Course at Diploma (Diploma-4, Diploma-5…etc.), UG (UG6, UG7 etc...) and PG (PG4, PG5 ……), not exceeding total of 04 Divisions. *Note: Institution shall not be eligible for expansion in non-accredited Courses such as Diploma-2, UG2, UG4, PG1 and PG3.*
Diploma 2	-	
Diploma 3	Diploma 3	
UG1	UG1	
UG2	-	
UG3	UG3	
UG4	-	
UG5	UG5	
PG1	-	
PG 2	PG2	
PG 3	-	

d The recently started Institutions which are not eligible for applying for NBA accreditation shall be allowed to increase in their Intake/ expansion, subject to the following ceiling:

According to National Board of Accreditation (NBA), a minimum of two batches shall pass out for a Course to be eligible for accreditation, for an Institution.

In view of the above, increase in Intake/ expansion in Institutions started recently offering UG/ Diploma Courses, which are in existence for less than SEVEN YEARS from the date of inception shall be considered without mandatory accreditation condition as per the following Table, subject to "Zero Deficiency" on the Portal.

Increase in Intake/ Expansion in Institutions without NBA accreditation

Programme	Level	Maximum No. of divisions allowed	Maximum Intake allowed
Engineering and Technology	Diploma	5	300
	UG	5	300
Pharmacy	Diploma	1	50
	UG	2	100
Architecture and Town Planning			
a. Architecture	Diploma	2	80
	UG	2	80
b. Town Planning	UG	2	80
Applied Art and Craft	Diploma	3	180
	UG	3	180
HMCT	Diploma	3	180
	UG	3	180

e Institution/ Trust/ Society/ Company or a member belonging to these, if charge-sheeted, EoA to such Institution shall not be withheld on the basis of charge-sheet filed by the CBI. AICTE shall consider the grant of EoA on its merit after looking into material collected by CBI in the investigation and shall conduct Scrutiny of documents, EVC and SAC as required.

f No increase in Intake shall be given to Institutions where FIR/ CBI/ CVC/ any other investigation agency/ Anti Ragging/ Punitive actions are initiated by AICTE for any violation in the norms and standards where enquiries are pending. Such Applications of Institutions shall be processed through a Standing Hearing Committee and the Report shall be placed before the Executive Committee for further processing of issuance of approval or rejection.

In case of rejection, the applicants shall have the right to appeal and such applications shall be placed before the Standing Appellate Committee for further processing.

5.3 Merging of certain Regular Courses in **Engineering and Technology** in UG Degree and Diploma Courses is permitted as per the guidelines given in Annexure 4, so that the Intake after merging shall be equal to the sum total of the individual Courses and divisions, subject to the condition that total number of divisions after merging per Course shall not exceed THREE Divisions, provided the faculty student ratio be maintained. Merging is considered for all divisions of a Course while partial merging of few divisions is not permissible.

5.4 Institutions having an "Approved Intake" less than a Division size in any of the Regular/ First Shift Courses as prescribed by the Council may apply for Intake of full Division size themselves and shall maintain faculty student ratio accordingly, without NBA accreditation/ NOC from Affiliating University/ Board/ State Government/ UT; subject to "Zero Deficiency" in the Portal. However, this is not applicable in case of Institutions under penal action.

6 Procedure

6.1 Procedure for Introduction of Course/ Division shall be considered in accordance with Intake and Number of Courses/ Divisions in the Technical Institution given in Clause 5 of Chapter II, of Approval Process Handbook and on fulfillment of the following requirements

- **Institutions with any accredited Course shall be permitted to utilize the benefit of accreditation only once for increase in Intake/ additional Courses etc.**
- **If an Institution is having more than FOUR accredited Courses, the accredited Courses above FOUR shall be utilized for increase in Intake/ additional Courses in the subsequent years subject to the validity of accreditation.**
- Institution getting approval for new Courses in a particular Academic Year shall also be considered for grant of NRI/ OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries subject to fulfilment of norms of Approval Process Handbook.
- Institutions with less than Seven years shall apply for closure of Course(s) and apply for increase in Intake/ new Course within the maximum permissible Intake as per Approval Process Handbook.
- Scrutiny Committee shall verify the additional documents to be submitted for increase in Intake/ additional Courses for EoA.
- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

Institutions shall be permitted to merge similar Courses (as per Annexure 4) as per Clause 5.3. For example, if an Institution has Computer Science Engineering and Software Engineering, both the Courses shall be merged either to Computer Science Engineering or Software Engineering.

6.2 The consolidated list of all Institutions with the "Approved Intake" shall be placed by the Approval Bureau before the Executive Committee for approval or otherwise. The same shall be notified on the Web-Portal. Further the Institution shall print the Extension of approval letter along with "Approved Intake" through the Institution login.

6.3 An appeal shall be allowed for submitting NBA/ UGC Autonomy Certificate if it was not issued by the NBA/ UGC at the time of Scrutiny Committee.

7 Approval for Integrated Degree in Engineering and Technology in existing Institutions having valid NBA accredited Courses in Engineering and Technology

7.1 In respect of Integrated Programmes, UGC norms shall be applicable. As per Section 4 of PART III of UGC Gazette Notification, 2014 and amended time to time.

7.2 Five year Integrated Degree in Engineering and Technology leading to Master of Technology (M. Tech.), nomenclature shall be as per Major Disciplines of Engineering/ Technology given in Annexure 4.

7.3 Requirements and Eligibility

AICTE approved Institutions where Courses in Engineering and Technology Programmes are already in existence shall be eligible to apply for approval of Five year Integrated Degree in Engineering and Technology. It is mandatory for existing one Course in Engineering and Technology to be accredited by NBA to start any Integrated Degree in Engineering and Technology.

a Approval shall be considered only to those Institutions where there is "Zero Deficiency".

b Approval for only one Division of 60 students shall be approved for Institutions applying for Five year Integrated Degree in Engineering and Technology where University affiliated Courses in Engineering and Technology Programme are already in existence.

c No OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ NRI seats shall be allotted for these Courses.

d Collaboration and Twinning Programme shall not be permitted for these Courses.

e Tuition Fee Waiver shall be applicable as per provisions in Approval Process Handbook.

f Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

7.4 Procedure for processing applications

- Scrutiny Committee shall verify the correctness of the documents.
- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

7.5 Student's eligibility for admission and procedure for admission

a University affiliation for these Courses shall be necessary before effecting admission.

b Eligibility shall be as per Appendix 1of the Approval Process Handbook.

c State/ UT admission authority shall effect the admission for this Course.

8 Approval for Integrated/ Dual Degree in Management in existing Institutions having valid NBA accredited Management Courses

8.1 In respect of Integrated/ Dual Degree Programmes, UGC norms shall be applicable. As per Section 4 of PART III of UGC Gazette Notification, 2014 and amended time to time.

8.2 Five year Integrated/ Dual Degree in Management leading to Master of Business Administration (MBA)

8.3 Requirements and Eligibility

AICTE approved Institutions where Courses in Management Programme are already in existence shall be eligible to apply for approval of Five year Integrated/ Dual Degree in Management. It is mandatory for existing Management Course to be accredited by NBA to start any Integrated/ Dual Degree in Management.

a Approval shall be considered only to those Institutions where there is "Zero Deficiency".

b Approval for only one Division of 60 students shall be approved for Institutions applying for Five year Integrated/ Dual Degree in Management where University affiliated Courses in Management Programme are already in existence.

c No OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ NRI seats shall be allotted for these Courses.

d Collaboration and Twinning Programme shall not be permitted for these Courses.

e Tuition Fee Waiver shall be applicable as per provisions in Approval Process Handbook

f Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

8.4 Procedure for processing applications

- Scrutiny Committee shall verify the correctness of the documents.
- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

8.5 Student's eligibility for admission and procedure for admission

a University affiliation for these Courses shall be necessary before effecting admission.

b The admission for this Course shall be effected on the basis of separate merit lists of students passed in various streams at 12 Std.as,

Science stream	20 seats
Commerce stream	20 seats
Arts Stream	20 seats

In case of non-availability of students from one stream, remaining seats in that stream shall be allotted to students from other two streams on equal basis. In case of non-availability of students from two streams, remaining seats in those streams shall be allotted to students from third stream.

c State/ UT admission authority shall effect the admission for this Course.

9 Approval of Integrated Degree in MCA in existing Institutions having valid NBA accredited MCA Courses

9.1 In respect of Integrated Programmes, UGC norms shall be applicable. As per Section 4 of PART III of UGC Gazette Notification, 2014 and amended time to time.

9.2 Five year Integrated Degree in Computer Applications leading to Master in Computer Application (MCA).

9.3 Requirements and Eligibility

AICTE approved Institutions where University affiliated Courses in MCA are already in existence, shall be eligible to apply for approval of Five year Integrated Degree in MCA. It is mandatory for existing MCA Course to be accredited by NBA to start any Integrated Degree in MCA.

a Approval shall be considered only to those Institutions where there is "Zero Deficiency".

b Approval for only one Division of 60 students shall be approved for Institutions applying for Five year Integrated Degree in MCA where University affiliated Courses in MCA Programme are already in existence.

c No OCI/ PIO/ FN/ Children of Indian Workers in the Gulf Countries/ NRI seats shall be allotted for these Courses.

d Collaboration and Twinning Programme shall not be permitted for these Courses.

e Tuition Fee Waiver shall be applicable as per provisions in Approval Process Handbook.

f Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

9.4 Procedure for processing applications

- Scrutiny Committee shall verify the correctness of the documents.
- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

9.5 Student's eligibility for admission and procedure for admission

a University affiliation for these Courses shall be necessary before effecting admission.

b Eligibility as per Appendix 1of the Approval Process Handbook.

c State/ UT admission authority shall effect procedure related to admission.

10 Approval of Integrated Degree in Hotel Management and Catering Technology (HMCT) in existing Institutions having valid NBA accredited HMCT Courses

10.1 Integrated Degree

a Five and half year Integrated Degree in Hotel Management and Catering Technology leading to Master degree in Hotel Management (MHMCT in the respective discipline).

b Master of Management in Hotel Management and Catering Technology (MHMCT), shall be awarded on completion of the following:

- Bachelor degree in HMCT
- Credits in Management subjects in 3rd Semester to 8th Semester for HMCT
- Credits at 9th Semester and 10th Semester for HMCT
- Six months internship in 11th Semester for HMCT

10.2 Requirements and Eligibility

AICTE approved Institutions where at least one batch has graduated, shall be eligible to apply for approval of five and half year Integrated Course in Hotel Management and Catering Technology (HMCT). Approval shall be considered only for the existing Programme(s).

a Approval shall be considered only to those Institutions where there is "Zero Deficiency".

b Approval for only 60 students within "Approved Intake" for Institutions applying for Five and half year Integrated Degree in Hotel Management and Catering Technology (HMCT).

However, this Intake shall not be additional Intake. The approval shall be for selecting 60 students amongst the students already admitted in the Institution to form a batch for this Course.

c Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

10.3 Procedure for processing applications

- Scrutiny Committee shall verify the correctness of the documents.
- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

10.4 Student's eligibility for admission and procedure for admission

a University affiliation for these Courses shall be necessary before effecting admission.

b Five and half year Integrated Course in Hotel Management and Catering Technology (HMCT)

Entry level qualifications shall be same as prescribed for admission to Bachelor degrees in Hotel Management and Catering Technology (HMCT) as specified in Appendix 1 of Approval Process Handbook.

Selection of the students for this Course shall be done at the start of 2nd year of Bachelor's degree. Students selected for this Course shall take additional Course in Management along with the 3rd semester of the Regular Course

c State/ UT admission authority shall monitor procedure related to this selection.

11 Procedure for approval of Fellowship Programme in Management

a The approval shall be granted for the complete duration of the Fellowship Programme in Management

b The minimum duration of the Course shall be 2 years, but shall not exceed beyond 5 years. However, in exceptional circumstances beyond 5 years, the student shall have to re-register and has to complete within the extended period of 2 years.

11.1 Requirements and Eligibility

a AICTE approved Institutions where Courses in Management Programme (MBA/ PGDM/ MMS) are already in existence, shall be eligible to apply for approval of Fellowship Programme in Management. It is mandatory for existing Management Course (as applicable) to be accredited by NBA to start Fellowship Programme in Management.

b The Institution should have a valid accreditation by NBA.

c Since inception, the Institution should have been free from serious complaints regarding CBI investigation, ragging, non-payment of dues to Council etc.

d The Institution should have required number of full time faculty members as per the AICTE norms for running MBA/ MMS/ PGDM Programme.

e The Institutions should have at least 50% and 25% of the full time faculty members with Ph.D. from AIU recognized University/ reputed University from abroad or fellows from IIM, if the Institutions apply for 10 seats and 5 seats respectively. These faculty members should have at least two papers published in reputed referred indexed cited International/ National Journals.

f The Institution should have subscribed Journals in Business Management area of OB/ HR, Finance and Accounts, Marketing, Operations, IT Systems, Economics, etc.

g Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

11.2 Procedure for processing the applications

- Scrutiny Committee shall verify the correctness of the documents.
- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.
- The eligible Institution shall be allotted a maximum of 10 seats for Fellowship Programme in Management. However, the Institution may apply for 5 seats also.
- If the Institution is aggrieved by the decision of the EC, the Institution shall have the right to appeal as per the procedure in Chapter I of Approval Process Handbook.

11.3 Student's eligibility for admission, procedure for admission and conduct of Programme as per detail given in Appendix 20.

12 Supernumerary quota for Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIO)/ Children of Indian Workers in Gulf Countries

For seeking approval for introduction of Supernumerary quota for Foreign Nationals/ Persons of Indian Origin (OCI/ PIO)/ Children of Indian Workers in Gulf Countries, the concerned Institutions shall apply on the Portal.

12.1 Requirements and Eligibility

Institutions having infrastructural facilities based on AICTE norms and fulfilling following criteria shall be eligible to apply for approval for admitting students in this scheme.

The Institutions shall provide suitable hostel/ residential accommodation to the Foreign Students/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIOs) and Children of Indian workers in Gulf Countries.

The Institution shall have "Zero Deficiency" as per the Report generated.

The Institution was not enforced any punitive action previously by AICTE.

12.2 Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

12.3 Grant of Approval for Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIO)/ Children of Indian Workers in Gulf Countries

a Fifteen percent (15%) over and above the "Approved Intake" per Course in all the AICTE approved Institutions and University Departments, approved by the Council, offering technical Courses shall be allowed on supernumerary basis for admitting students from amongst Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIOs)/ Children of Indian Workers in the Gulf Countries. One third (1/ 3) of these 15% seats shall be reserved for the Children of Indian Workers in the Gulf Countries.

Any vacant seat in a given Course, out of 1/ 3rd seats reserved for Children of Indian Workers in the Gulf Countries shall be reverted to the quota of 2/ 3rd meant for OCI/ PIO/ Foreign Nationals and vice-versa. Beside this, any vacant seat in the "Approved Intake" after the last round of the admission of the concerned State Government, may be filled with NRI/Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIOs)/ Children of Indian Workers in the Gulf Countries subject to approval from AICTE for the above quota and fulfillment of requisite infrastructure as per the Approval Process Handbook.

Provided that this is subject to the availability of adequate Infrastructural facilities in the applicant Institution, **the same shall be verified by EVC**, based on Norms of Approval Process Handbook. These supernumerary seats shall be exclusively meant for these categories of students in the Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma Courses with a condition that under no circumstances a seat remaining unfilled shall be allowed to anyone other than a Foreign National/ OCI/ PIO. Foreign Nationals/ Overseas Citizen of India/ Persons of Indian Origin (OCI/ PIOs)/ Children of Indian Workers in the Gulf Countries admitted in AICTE approved Institutions through Indian Council for Cultural Relation (ICCR or as Government of India nominee) shall be included within this ceiling.

b The Institution shall submit an application for continuation of approval for supernumerary seats for admitting Foreign National/ Overseas Citizen of India (OCI)/ Persons of Indian Origin (PIO)/ Children of Indian Workers in Gulf Countries, as a part of application of Extension of Approval, every year, giving details of faculty and other facilities.

c If any punitive action is enforced on an Institution, NRI/ OCI/ PIO/ Children of Indian Workers in the Gulf Countries seats shall be withdrawn.

d Institutions admitting Foreign nationals should ensure registration of Foreign students with concerned Foreigners Regional Registration Officer (FRRO).

12.4 Fee and Admission

a The concerned State Government/ UT shall notify the tuition and other fee for candidates to be admitted under Foreign Nationals/ OCI/ PIO category. Fee prescribed for NRI quota seats shall not be applicable to these admission. The children of Indian workers in the Gulf Countries shall be treated at par with resident citizens if admitted on seats reserved for them i.e. One Third (1/ 3) of 15% supernumerary quota.

b Admission to these seats shall be done on merit basis among applicants of these categories.

13 Admission for Sons and Daughters of Non Resident Indian(s)

13.1 Requirements and Eligibility

a For seeking grant of approval for admitting Sons and Daughters of Non Resident Indian(s), Institutions shall apply on the Portal.

b Five percent (5%) of seats within "Approved Intake" shall be allowed for admission under NRI category.

c The Institution shall have "Zero Deficiency" as per the Report generated.

13.2 Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

13.3 Procedure

a Grant of Approval for admission under NRI is based on self-disclosure of required facilities and infrastructure availability as submitted online on AICTE Web-Portal.

b In the event of non-availability of students in NRI category, the seats shall be given to general candidates as per general merit. However, general fee shall be applicable to these candidates thus admitted against vacant NRI seats.

13.4 Fee and Admission

a Competent Authority for admission shall be the same as for regular admission and shall fetch list of Technical Institutions who have sought approval from the Council.

b The Competent Authority for admission shall display availability of NRI seats, branch wise, in various Institutions, for information of candidates during all stages of admission so that the students can freely exercise their informed choice. The Institutions shall publish in their brochure and web site the number of NRI seats available in Course/ division.

c Competent Authority for admission shall prepare merit list of applicants by inviting applications from eligible NRI students and effect admission strictly on merit basis.

d A letter in this respect shall be issued by the Competent Authority for admission to each beneficiary. Students admitted under this scheme shall not be allowed to change Institution/ Course under any circumstances.

e The Institutions shall also display information regarding admitted candidates in their web sites for information to the students and other stakeholders.

f The concerned State Government/ UT shall notify the tuition and other fee for candidates to be admitted under NRI category.

13.5 Institutions shall follow the academic calendar as per Appendix 19.

14 Change in name of Course/ Reduction in Intake/ Closure of Programme and/ or Course

14.1 Requirements and Eligibility

a Institutions seeking approval for Change in name of Course/ Reduction in Intake/ closure of Programme and/ or Course shall apply on the Portal.

b Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

c Institutions may apply for reduction in Intake in any of the Regular/ First Shift Course within a Division by themselves in the Portal and maintain faculty student ratio accordingly without NOC from Affiliating University/ Board/ State Government; the restoration to the original "Approved Intake" of full Division is permissible without NBA.

Illustration for Reduction/ Restoration in Intake

No. of Divisions	Approved Intake	Permissible Reduction in Intake	Permissible Intake for Restoration
1	60	30	60
2	120	90	120
2	120	60	60
3	180	150	180
3	180	120	120

14.2 Procedure

- Scrutiny Committee shall verify the correctness of the documents.
- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.

15 Change in name of the Institution or Trust/ Society/ Company or Affiliating University/ Board

15.1 Conditions for Approval

a The Institution shall be AICTE approved existing Institution/ Technical campus.

b AICTE approved existing Institution seeking Change in name of the Institution or Trust/ Society/ Company or Affiliating University/ Board shall apply on Portal.

c Applicants shall submit relevant documents as per Appendix 17 to Regional office (RO) along with the application.

15.2 Procedure

- Composition of Scrutiny Committee for Change of Trust/ Society/ Company shall be as per Chapter I.

- Scrutiny Committee shall verify the correctness of the documents.
- Scrutiny Committee Reports shall be uploaded on the Web-Portal by RO and forwarded for further processing.
- If the Institution is aggrieved by the decision of the EC, the Institution shall have the right to appeal as per the procedure in Chapter I of Approval Process Handbook.

15.3 **The Council reserves its right to reject the application for change in name of the Trust/ Society/ Company if it finds the reasons given are not justified or commercial or business angle is suspected, or to defeat the provisions of any law.**

16 Expert Visit Committee

a Expert Visit Committee wherever applicable shall verify actual availability of equipment, computers, software, internet, printers, book titles, book volumes and subscription of National and International Journals etc. as per Approval Process Handbook 2017-18. Further, EVC members should interact with students and faculty members, in the absence of Institution authorities. EVC shall also verify the facts relating to complaints, if forwarded by RO and give specific remarks in the Report.

b Additional experts may be co-opted in any of the Committee for processing the applications, complaints, etc. as per the requirement.

c If an EVC was conducted or Show Cause notice was issued, the same shall be placed before the Standing Hearing Committee (SHC). A representative of the Institution shall be invited to place the point of view of the Institution before the Standing Hearing Committee. The recommendations of SHC shall be placed before the EC for approval. The decision of the EC shall be communicated to the Institution by a detailed Speaking Order. If the Institution is aggrieved by the decision of the EC, the Institution shall have the right to **appeal once** as per the procedure of appeal in Chapter I.

d Feedback from faculty members and students available in the AICTE Web-Portal about the Institution shall be given due importance. Institutions at random would be subject to surprise inspection for the fulfillment of the norms of Approval Process Handbook.

17 The applications are processed as per the procedure given in Approval Process Handbook 2017-18 and the Executive Committee/ Council shall grant EoA as applicable for Technical Institutions to continue for conducting technical education and such other Programmes and areas. The decisions taken by the Executive Committee are ratified by the Council.

18 Student's eligibility for admission shall be as per Appendix 1 of Approval Process Handbook.

Chapter III

Unapproved Institutions

1 **No Institution shall offer Technical Programme or Course without approval of the Council**

Provided that any Institution offering Technical Programme without approval of the Council, shall be termed as unapproved if:

a It is started without prior approval by the Council

b It is declared as "Unapproved" by the Council

2 **The Council shall maintain a list of unapproved Institutions based on the information received and shall also inform the general public about the same from time to time**

Provided that any Technical Institution, which has already started without following AICTE approval procedure, wishes to submit an application/ proposal shall be considered as new Technical Institution. For such purpose, it shall apply as per the provisions of Chapter I.

Its legal date of starting shall be from the date of issue of the Letter of Approval.

Students, who are admitted prior to approval by the Council, shall not have any right for re-admission and shall have to fulfill all the requirements for admission as prescribed by the competent admission authority.

3 The Institutions conducting Courses/ Programmes in technical education, in temporary location or at location not approved by the Council, shall be liable for action for closure and other appropriate action as per Regulations against defaulting Trusts/ Societies/ Companies/ associated Individuals as the case may be.

4 The Council shall inform respective State Government/ UT to initiate appropriate penal, civil and/ or criminal action against such defaulting Institutions/ Trusts/ Societies/ Companies/ Associated Individuals as the case may be.

5 In case, if such Institutions make a representation then hearing shall be given to these Institutions and decision shall be taken as per the provisions in the Approval Process Handbook.

Chapter IV

Penal Action in case of Violation of Regulations/ Approval Process Handbook 2017-18

1 Criteria

1.1 An Institution running any Programme/ Course in Technical Education in violation of Regulations/ Approval Process Handbook (APH) 2017-18, shall be liable to appropriate initiation of Penal action including fine, no admission, reduction in "Approved Intake", Withdrawal of Approval and/ or criminal action by the Council against defaulting Trust/ Society/ Company/ Associated Individuals and/ or the Institution, as the case may be.

1.2 If any Technical Institution contravenes any of the provisions of relevant Regulations, the Council after making appropriate inquiry through Standing Hearing Committee (SHC) and after providing an opportunity of being heard through the Standing Appellate Committee (SAC) shall withdraw the approval granted. In case of Withdrawal of Approval to the Institution, the Technical Institution/ Society/ Trust/ Company shall apply afresh for approval after completion of two Academic Years for setting up a new Institution as per the procedure defined in Approval Process Handbook.

Further that, the students admitted to the Institution whose approval has been withdrawn for the current Academic Year, shall be redistributed to other AICTE approved Institutions in the jurisdiction of the Affiliating University/ Board by the Competent Authority of the respective State Government/ UT. AICTE approval given to the Courses in the previous Academic Year(s), if any, to such Institution against which the admitted students shall be treated as AICTE approved Courses only.

1.3 If any of the information mentioned in the Affidavit is proved as false, penal action shall be initiated on the deponent.

2 Non-submission/ Submission of incomplete/ Submission of false information on application for Extension of Approval

Non-submission/ submission of incomplete/ submission of false information, while applying for Extension of Approval shall invite appropriate penal action against the Institution. The Institution shall be liable to the following punitive actions from any one or more of the following by the Council.

- Suspension of approval for supernumerary seats for one Academic Year
- Reduction in "Approved Intake"
- No admission in one/ more Courses for one Academic Year
- Withdrawal of approval for Programme/ Course
- Withdrawal of approval of the Institution

3 Non-fulfillment of requirement of qualified Principal/ Director

Institutions not having qualified Principal/ Director for a period, **more than 12 months** shall be liable to any one or more of the following punitive actions by the Council till the regular Principal/ Director is appointed.

- Reduction in "Approved Intake"
- No admission for one Academic Year

4 Non-fulfillment in faculty student ratio, not adhering to Pay Scales and/ or qualifications prescribed for teaching staff

Institutions not adhering to Pay scales, or qualifications prescribed for teaching staff for **more than 12 months** and not maintaining prescribed faculty student ratio, shall be liable to any one or more of the following punitive actions by the Council.

- Suspension of approval for supernumerary seats, if any for one Academic Year
- Reduction in "Approved Intake"
- No admission in respective Courses for one Academic Year
- Withdrawal of approval in the respective Course
- Withdrawal of approval of the Institution

The Council may also initiate penal action for not disbursing the salary of the faculty and staff members regularly.

5 Non-fulfillment in Computer, Software, Internet, Printers, Laboratory Equipment, Books, Journals, Library facilities requirements

Institutions not maintaining prescribed requirements of Computer, Software, Internet, Printers, Laboratory Equipment and Books, Journals, Library facilities shall be liable to any one or more of the following punitive actions by the Council.

- Suspension of approval for supernumerary seats, if any for one Academic Year
- Reduction in "Approved Intake"
- No admission in one/ more Courses for one Academic Year
- Withdrawal of approval for Programme/ Course
- Withdrawal of approval of the Institution

6 Non-fulfillment in additional Essential requirements for Technical Institution

Institutions not maintaining prescribed requirements shall be liable to any one or more of the following punitive actions by the Council.

- Suspension of approval for supernumerary seats, if any for one Academic Year
- Reduction in "Approved Intake"
- No admission status in one/ more Courses for one Academic Year

7 Non-fulfillment of Location/ Built-up Area/ Land at the time of year of establishment or current year

Institutions working in temporary location or at location not approved by the Council and Institutions not fulfilling prescribed built-up area requirements shall be liable to any one or more of the following punitive actions by the Council.

- Suspension of approval for supernumerary seats, if any for one Academic Year
- Reduction in "Approved Intake"
- No admission in one/ more Courses for one Academic Year
- Withdrawal of approval for Programme/ Course
- Withdrawal of approval of the Institution

8 Non-adhering to the timing/ faculty requirements for the second Shift

The second Shift shall have to be run as per the declared timings from 1 pm to 9 pm with 50% additional faculty, which would be subject to surprise inspection leading to closure of Course in case timings are not being followed and with insufficient faculty.

9 Excess admission

Excess admission over the "Approved Intake" shall not be allowed under any circumstances. In case any excess admission is reported to/ noted by the Council, appropriate penal action shall be initiated against the Institution. The Institution shall be liable to any one or more of the following punitive actions by the Council.

- Penalty for excess admission amounting to five times the total fee collected per student shall be levied against each excess admission
- Suspension of approval for supernumerary seats for one Academic Year
- Reduction in "Approved Intake"
- No admission in one/ more Courses for one Academic Year
- Withdrawal of approval for Programme/ Course
- Withdrawal of approval of the Institution

10 Charging excess fee than the fee prescribed by the concerned State/ Fee Regulatory Committee

No Technical Institution shall be entitled to receive from the students fee for the subsequent years and any other fee (Payment/ Amount) whatever name it may be called in addition to the fee fixed by the State/ Fee Regulatory Committee. If any Institution does not follow the said guidelines, the Institution shall be liable to punitive actions from any one or more of the following by the Council:

- Penalty for charging excess fee than the fee prescribed by the concerned State/ Fee Regulatory Committee levied against each case shall be twice the total fee collected per student and excess fee collected shall be refunded to the student.
- Suspension of approval for supernumerary seats for one Academic Year
- Reduction in "Approved Intake"
- No admission status in one/ more Courses for one Academic Year
- Withdrawal of approval for Programme/ Course.
- Withdrawal of approval of the Institution

11 Refund cases

In the event of a student withdrawing before the starting of the Course, the entire fee collected from the student, after a deduction of the processing fee of not more than 1000/ - (Rupees One thousand only) shall be refunded by the Institution. It would not be permissible for Institutions to retain the School/ Institution Leaving Certificates in original. Should a student leave after joining the Course and if the vacated seat is consequently filled by another student by the last date of admission, the Institution must refund the fee collected after a deduction of the processing fee of not more than 1000/ - (Rupees One thousand only) and proportionate deductions of monthly fee and proportionate hostel rent, where applicable. In case the vacated seat is not filled, the Institution should refund the security deposit and return the original documents. Institution should not demand fee for the subsequent years from the students cancelling their admission at any point of time. Fee refund along with the return of Certificates should be completed within 7 days.

Institutions not following guidelines issued by the Council regarding refund of fee on cancellation of admission or delaying refunds shall be liable to any one or more of the following punitive actions by the Council.

- Fine for non-compliance of refund of fee levied against each case shall be twice the total fee collected per student
- Suspension of approval for supernumerary seats, if any for one Academic Year
- Reduction in "Approved Intake"
- No admission in one/ more Courses for one Academic Year
- Withdrawal of approval for Programme/ Course

12 Penalty amount shall be paid online to the Council as per the instructions.

13 Complaint Cases

In case of receipt of any complaint(s) about an Institution, the same shall be processed by Grievance Redressal Cell (GRC) of AICTE.

The complaint shall be placed before a Standing Complaint Scrutiny Committee (SCSC) for further necessary action. If necessary, the complainant may be called to appear before SCSC at his/ her own cost. Based on the recommendation of SCSC, a warning or Show Cause Notice may be issued to the Institution or EVC may be conducted.

If an EVC was conducted or Show Cause notice was issued based on complaints, the same shall be placed before the Standing Hearing Committee (SHC). A representative of the Institution shall be called to place their point of view before the Standing Hearing Committee. If necessary, the complainant may be called to appear before SHC at his/ her own cost. The recommendations of SHC shall be placed before the EC for approval. The decision of the EC shall be communicated to the Institution by a detailed Speaking Order. If the Institution is aggrieved by the decision of the EC, the Institution shall have the right to appeal as per the procedure in Chapter I.

As per CVC guidelines, Anonymous/ Pseudonymous complaints shall not be processed.

14 Procedure for restoration against punitive action except in case of Withdrawal of Approval

14.1 Applicant shall make an application for restoration on the Web-Portal along with the application for Extension of Approval of the next Academic Year.

14.2 The restoration is subject to Expert Visit Committee verifying all the requirements as per the Approval Process Handbook.

14.3 Expert Visit Committee Report shall be placed before Standing Hearing Committee.

14.4 Recommendations of the Standing Hearing Committee shall be placed before Executive Committee for necessary Approval/ Ratification.

14.5 If the Institution is aggrieved by the decision of the EC, the Institution shall have the right to appeal as per the procedure in Chapter I of Approval Process Handbook.

14.6 The Council shall give an opportunity for presenting its case before SAC. The recommendations of the SAC shall be considered by the Council.

14.7 In case of restoration, EoA with restored Intake shall be uploaded in the AICTE Web-Portal, or otherwise Speaking Order shall be issued to the Institution.

15 Under extraordinary circumstances, if restoration/ Punitive action (except fine) is approved by the Council beyond 30th April 2017, the same shall be implemented for the next Academic Year only.

Chapter V

Collaboration and Twinning Programme between Indian and Foreign University/ Institution in the field of Technical Education, Research and Training

1 Objectives

- To facilitate collaboration and Twinning Programme between Indian and Foreign Universities/ Institutions in the field of Technical education, Research and Training
- To safeguard the interest of student community in India and ensure uniform maintenance of Norms and Standards as prescribed by various Statutory Bodies.
- To ensure accountability for all such educational activities by Foreign Universities/ Institutions in India.
- To safeguard against entry of non-accredited Institutions in the Country of origin to impart technical education in India.
- To safeguard the nation's interest and take punitive measures, wherever necessary, against the erring Institutions.

2 Eligibility

- Foreign Universities/ Institutions interested in imparting Technical Education in collaboration or through a Twinning Programme in India leading to award of Diploma/ Post Diploma/ Degrees including Post Graduate/ Doctoral Programmes.
- An Indian University Department or Institution which is already in existence and is duly approved by the Council, interested in imparting technical education leading to award of Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma/ Doctoral Programmes of a Foreign University/ Institution through collaborative/ Twinning arrangements, provided there is "Zero Deficiency".
- An Indian University Department or Institution should have a valid NBA accreditation for one year beyond 10th April, 2017 in the Programme/ Course for which Twinning is sought.
- Any other educational activity carried out in India, in any manner by the Foreign Universities/ Institutions.

3 Conditions for Approval

3.1 No Foreign Universities/ Institutions shall establish/ operate its educational activity in India leading to award of Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma/ Doctoral level Programmes without specific approval of the Council.

3.2 Accreditation by the authorized agency in parent Country shall be the pre-requisite condition for any Foreign University or Institution to start its operation for imparting technical education in India.

3.3 The educational Programmes to be conducted in India by Foreign Universities or Institutions leading to award of Degree or Post Graduate Degree, Diploma, Post Graduate Diploma and Post Diploma Level, shall have the same nomenclature as it exists in their parent Country. There shall not be any distinction in the academic curriculum, mode of delivery, pattern of examination, etc. and such Degree or Post Graduate Degree, Diploma, Post Graduate Diploma and Post Diplomas must be fully recognized in their parent Country.

3.4 Any Course or Programme which jeopardizes the National interest shall not be allowed to be offered in India.

3.5 The Council shall prescribe any other condition for registration, expedient to do so in the overall interest of the technical education system in the Country.

4 Collaboration and Twinning Programmes

4.1 The students admitted under the Twinning Programme should spend at least one semester for two years Programme and two semesters for four years of the Course work of the Programme in the Foreign University/ Institution in its parent Country

4.2 Criteria

a The students failing to secure VISA should be enrolled in a similar Programme being conducted by the Indian partner Institution, affiliated to a University recognized by the UGC or Board of Technical Education in the respective States, as applicable. The Intake of such students shall be over and above the "Approved Intake" of the Programme being conducted by the Indian Partner Institution.

b The Foreign University/ Institution and the Indian partner Institution shall enter in to a bipartite agreement/ MoU for this purpose.

c The Indian Institution and the concerned Affiliating University/ Board of Technical Education in the respective States, shall also enter into a bipartite agreement/ MoU for this purpose.

d The Indian partner Institution shall be affiliated to the University under whose jurisdiction it is located or Board of Technical Education in the respective States in which the Institution is located as applicable.

e For Courses where University approval is not mandatory, the Foreign University/ Institution and the Indian partner Institution shall enter in to a bipartite agreement/ MoU for this purpose.

f For Courses where Board of Technical Education approval is not mandatory, the Foreign University/ Institution and the Indian partner Institution shall enter in to a bipartite agreement/ MoU for this purpose.

g Institutions admitting Foreign nationals should ensure registration of Foreign students with concerned Foreigners Regional Registration Officer (FRRO).

4.3 The Degree shall be awarded by the Foreign University or Institution and in its parent Country.

5 Processing Fee

The processing fee shall be paid through the AICTE payment gateway on the Portal *www.aicte-india.org*, through Corporate Internet banking failing which, the application shall not be considered. Applications shall be accepted subject to realization of the Payment.

Processing Fee for different type of Institutions for introduction and continuation of Twinning Programmes is as follows:

Sl. No.	Type of Institution	Introduction Lakh	Continuation Lakh
i	Minority Institution	10.00	5.00
ii	Institution set up in North Eastern States other than Government/ Government aided/ Central/ State University	10.00	5.00

iii	Institution set up exclusively for women other than Government/ Government aided/ Central/ State University	10.00	5.00
iv	All other Institutions except Government/ Government aided/ Central/ State University	15.00	7.50
v	Government/ Government aided/ Central/ State University	Nil	Nil

6 Procedure for Approval: Introduction of a Collaboration and Twinning Programme with an AICTE approved Indian Institution

6.1 AICTE approved Existing Institution applying for Collaboration and Twinning Programme shall apply on the Web-Portal and shall be processed as per Clause 9 of Chapter I of the Approval Process Handbook in Regular/ First Shift only.

6.2 Lateral entry and Supernumerary seats shall not be allowed in Foreign Collaboration and Twinning Programme.

6.3 Institution shall provide all required documents in original as per Appendix 17 as the case may be, at the time of the Scrutiny/ Re-Scrutiny/ Expert Visit Committee for verification. The Institution shall submit attested copies of all the original documents to the Expert Visit Committee.

6.4 Following additional documents shall be necessary while seeking approval for Foreign collaboration and Twinning Programmes.

a No Objection Certificate (NOC) from concerned embassy in India with mention of genuineness of Technical Institution of the respective country.

b MoU as per Clause 4.2 (b) and (c) as above.

c Affidavit[5] to be submitted by the applicant on a non-Judicial Stamp paper of 100/ - duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner

6.5 Applications shall be processed by the Scrutiny, Re-Scrutiny (if necessary) followed by EVC as per the procedure mentioned in Clauses 9 and 10 of Chapter I of the Approval Process Handbook.

7 Punitive Measures and Conditions for Withdrawal

7.1 If a Foreign University/ Institution fails to comply with any of the conditions as contained in the above Clauses, and/ or consistently refrains from taking corrective action contrary to the advice of the Council, the Council shall after giving reasonable opportunity of being heard through SAC, shall withdraw the approval of the Twinning Programme granted to such University/ Institution to offer their Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma in India and forbid such Foreign University/ Institution to either open Centres or enter into any collaborative arrangement with any University/ Institution in India.

7.2 The Council shall also inform the concerned agencies including Ministry of External Affairs, Ministry of Home Affairs, RBI of such decisions and advise these agencies to take any or all of the following measures

a Refusal/ withdrawal for grant of visa to employees/ teachers of the said Foreign University/ Institution.

b Stop repatriation of funds from India to home Country.

c Informing the public about the withdrawal of approval of the Twinning Programme with Foreign University/ Institution and the consequence thereof.

7.3 In case, it comes to the notice of the Council, that a Foreign University is running Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma/ Doctoral level Programme in technical education in India directly or in collaboration with an Indian partner without obtaining approval, the Council shall initiate immediate action under the Indian Penal Code for Criminal breach of Trust, misconduct, fraud and cheating.

7.4 Once the approval of the Twinning Programme is withdrawn, the Council shall make attempt in co-ordination with concerned State Government to re-allocate the students enrolled in such Programmes to other approved Institutions of the Council.

The Institution in such cases, shall have to return the entire fee collected from such students to the Institutions in which such students are accommodated.

Such Foreign Institutions shall not be allowed to collaborate with any other Centre/ Institution or enter into a collaborative arrangement in India for at least next 3 years.

8 The Institution shall submit an **Annual Report** giving details of the number of students admitted, Programmes conducted, total fee collected, amount transferred to parent Country, investment made, number of students awarded Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma and any such information that the Council shall ask for.

9 The Council shall cause an **inspection**, whenever necessary, with or without prior notice, to assess the infrastructural and other facilities available and/ or to verify the compliance of conditions, norms, standards etc. prescribed by the Council from time to time.

Chapter VI

Norms and Requirements

1 The **Duration and Entry Level Qualifications** for the Technical Programme such as Under Graduate Degree Programme, Post Graduate Degree Programme, Diploma Programmes, Post Diploma Programmes and Post Graduate Diploma Programmes shall be as provided in the Appendix 1.

2 The **list of approved nomenclature of Courses** at Under Graduate Degree Programme, Post Graduate Degree Programme, Diploma Programmes, Post Diploma Programmes and Post Graduate Diploma Programmes in Engineering and Technology/ Management/ Pharmacy/ Architecture/ Planning/ Hotel Management and Catering Technology and Applied Arts and Crafts is provided in the Appendix 2.

Provided that if any Institution wishes to propose any new Course, prior concurrence, as the case may be, by the Council for the same shall be necessary.

For such concurrence, the Institution with due endorsement by the Registrar/ Director of Affiliating University/ Board/ Technical Institution shall submit detailed syllabus content and its nomenclature to the Council.

3 The Technical Institutions shall follow **Norms for Intake and Number of Courses/ Divisions** in the Technical Institution/ Campus at Under Graduate Degree Programme, Post Graduate Degree Programme, Diploma Programmes, Post Diploma Programmes and Post Graduate Diploma Programmes level as provided in the Appendix 3.

4 The Technical Institutions shall follow **Norms for Land and Built-up requirements** as provided in the Appendix 4.

5 The Technical Institutions shall follow **Norms for Books, Journals, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment** as provided in the Appendix 5.

6 The Technical Institutions shall follow **Norms for essential and desired requirements** as provided in the Appendix 6.

7 The Technical Institutions shall follow **Norms for Faculty requirements and recommended Cadre ratio** at Under Graduate and Post Graduate level as provided in the Appendix 7.

8 **Faculty Cadre and Qualifications** as given in Appendix 8 shall be ordinarily maintained.

9 12th or 10th + (2 years ITI) shall be **eligible for admission to Second year Diploma Courses** up to a maximum of 20% "Approved Intake" (30% for Institutions in Andaman, Nicobar, Lakshadweep, Daman and Diu) which shall be over and above, supernumerary to the "Approved Intake", plus the unfilled vacancies of 1st year as per the Approval Process Handbook.

Diploma holders and B.Sc. Degree holders shall be **eligible for admission to Second year Engineering Course** up to a maximum of 20% of "Approved Intake" (30% for Institutions in Andaman, Nicobar, Lakshadweep, Daman and Diu) which shall be over and above, supernumerary to the "Approved Intake", plus the unfilled vacancies of 1st year as per the Approval Process Handbook.

Students who have completed Diploma Course in Pharmacy shall be **eligible for admission to second year Pharmacy Course** up to a maximum of 10% of "Approved Intake" (20% for Institutions in Andaman, Nicobar, Lakshadweep, Daman and Diu) which shall be over and above, supernumerary to the "Approved Intake", plus the unfilled vacancies of 1st year as per the Approval Process Handbook.

Students who have completed Bachelor's Degree of minimum 3 years duration in BCA, B.Sc. (IT/ Computer Science) with Mathematics as a Course at 10+2 level or at Graduate level shall be **eligible for admission to second year MCA Course** up to a maximum of 20% of "Approved Intake" (30% for Institutions in Andaman, Nicobar, Lakshadweep, Daman and Diu) which shall be over and above, supernumerary to the "Approved Intake", plus the unfilled vacancies of 1st year as per the Approval Process Handbook.

10 Students who have completed Diploma and Post Diploma Course in Architectural Assistantship/ Planning shall be **eligible for admission to the first year** Architecture Degree.

The concerned State Admission Authority shall decide modalities for these admission.

11 Students who have completed Diploma and Post Diploma Course in Pharmacy shall be **eligible for admission to the first year** Pharmacy Degree.

The concerned State/ UT Admission Authority shall decide modalities for these admission.

12 **Norms for PGDM Programmes** are as per Appendix 9.

13 **Suggested Subscription of e-Journals** as per Appendix 10.

14 Format for **Detailed Project Report** (DPR) for establishment of a new Technical Institution is at Appendix 11.

15 **Prevention and Prohibition of Ragging** - Appendix 12.

16 **Structure of Various Committees** - Appendix 13.

17 **Regional Offices of AICTE** - Appendix 14.

18 **Grievance Redressal** - Appendix 15.

19 **Documents to be submitted** for applications under Chapter I - Appendix 16.

20 **Documents to be uploaded/ submitted** for applications under Chapter II - Appendix 17.

21 **Recommended Composition of Board of Governors** - Appendix 18.

22 **Academic Calendar** - Appendix 19.

23 **Fellowship Programme in Management** - Conduct and Admission Procedure - Appendix 20.

24 The Institutions may conduct skill development Courses of any other Regulatory Body by using existing facilities, or by creating additional facilities as per the provisions laid down in the norms and standards of the respective Regulatory Bodies without affecting the quality of education prescribed by both Regulatory Bodies after taking NOC from the Council.

25 **Tuition Fee Waiver scheme (TFW)**

25.1 Criteria

a Scheme shall be applicable to all approved Technical Institutions offering Bachelor Programmes, Diploma and Post Diploma Programmes and lateral entry provisions of these Programmes.

b Seats up to a maximum 5% of "Approved Intake" per Course shall be available for these admission. These seats shall be supernumerary in nature and shall be available to such Courses in an Institution where a minimum of 30% of "Approved Intake" in the respective Courses are filled up.

c The Competent Authority for admission shall be the same as for regular admission.

d The scheme shall be mandatory for all Institutions approved by the Council.

25.2 Eligibility

a Sons and daughters of parents whose annual income is less than 6.00 Lakh from all sources shall only be eligible for seats under this scheme

b The Waiver is limited to the tuition fee as approved by the State Level Fee Committee for self-financing Institutions and by the Government for the Government and Government Aided Institutions. All other fee except tuition fee shall have to be paid by the beneficiary.

25.3 Admission Procedure

a Under this Scheme, up to 5% of "Approved Intake" per Course shall be available for these admission. These seats shall be supernumerary in nature. These supernumerary seats shall be available only to such Courses in an Institution, where a minimum of 30% of "Approved Intake" are filled up.

b The Competent Authority to effect these admission is the State Government or its designated authority.

c In the event of non-availability of students in this category the same shall not be given to any other category of applicants.

d State Admission authority shall invite applications under this category, make a separate merit list for this category and effect admission on the basis of the merit list so generated.

e The Institutions shall publish in their brochure and web site the details of this scheme.

f Competent Authority for admission shall submit a separate list of the students admitted under this category to the Institution to which they are admitted for compliance.

g A letter in this respect shall be issued by the Competent Authority for admission to each beneficiary student admitted under this scheme and he/ she shall not be allowed to change Institution/ Course under any circumstances.

h The Institutions shall also display information regarding admitted candidates in their web sites for information to the students and other stakeholders

26 Supernumerary seats are granted by the Council, for the Institutions falling under Centrally Supported Scheme of "Upgrading existing polytechnics to integrate Persons with Disability (PwD)" in the mainstream of Technical and Vocational education.

27 In National Defense/ Security areas, the maximum Divisions or Intake over and above specified in Appendix 3 of Approval Process Handbook shall be considered as the case may be, subject to the fulfillment of other norms of Approval Process Handbook.

28 Recommendations of National Fee Committee for the maximum tuition and development fee for Regular/ First Shift Programmes as given in Annexure 6 has been accepted by the Council and shall have to be followed.

29 Those Institutions applied for NBA having EoA with full "Approved Intake" for consecutive six years and granted reduction in Intake in that current Academic Year shall request AICTE, if all the deficiencies are complied with. Such requests shall be processed as per the norms of Approval Process Handbook and on fulfillment, NBA will be intimated suitably.

30 Release of FDR

30.1 Procedure

a Trust shall upload/ submit the following documents in the AICTE Web-Portal for release of the FDR.

- Application/ request letter of the Institution for FDR release
- Affidavit[8] with details of the Institution and Trust Name, FDR details (as per the standard format)
- Copy of FDR to be released, in corpus fund made by RPGF, copy (ies) of the Demand Draft (if any) submitted to AICTE for creation of RPGF

b Regional office after verification shall forward the same to the Approval Bureau, Grievance Redressal Cell (GRC) and Vigilance Cell of AICTE to give their clearance for release of the FDR.

c Upon clearance from all the above, NOC shall be issued to the Institution by the RO.

30.2 Renewal of FDR after maturity is not permitted. However, in case of auto renewal, the remarks of the concerned Bank should be obtained for seeking release of the FDR.

30.3 If an Institution has any financial embezzlement with Government Bodies/ Banks, then FDRs shall not be released till the NOC from such body is received.

30.4 In case Institution/ Trust/ Society/ Company violates the FDR related norms, the Council shall initiate appropriate penal action.

30.5 For the Institutions approved by AICTE and later converted into Private/ Deemed University by appropriate State/ Central Act, the release of FDRs/ Security Deposit, shall be subjected to no pending complaints or disciplinary proceedings against such institutions in addition to the submission of above documents.

30.6 For the Institutions approved for Progressive Closure, FDR shall be released upon the request from the Trust.

Appendix 1

1.0 Norms for Duration, Entry Level Qualifications and Statutory Reservations for the Technical Programmes

1.1 Under Graduate Degree Programmes (Full Time)

Sl. No.	Programme	Duration	Eligibility
i	Engineering and Technology	4 years	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/ Technical Vocational subject. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.
ii	Engineering and Technology (Lateral entry to second year)	4 years (3 years for Lateral entry)	a Passed Diploma examination from an AICTE approved Institution; with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate branch of Engineering/ Technology. b Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40% in case of candidates belonging to reserved category) and passed XII standard with mathematics as a subject. c Provided that the students belonging to B.Sc. Stream, shall clear the subjects Engineering Graphics/ Engineering Drawing and Engineering Mechanics of the first year Engineering Programme along with the second year subjects. d Provided that the students belonging to B.Sc. Stream shall be considered only after filling the supernumerary seats in this category with students belonging to the Diploma stream.
iii	Pharmacy	4 years	Passed 10+2 examination with Physics and Chemistry as compulsory subjects along with one of the Mathematics/ Biotechnology/ Biology. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.
iv	Architecture	5 years	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/ Technical Vocational subject. Or 10+3 Diploma Examination with Mathematics as compulsory subject having obtained at least 50% marks (45% in case of candidate belonging to reserved category) marks in Aggregate. and Qualifying NATA (Or) Any other Aptitude Test conducted by

			Competent Authority of the State Government.
v	Hotel Management and Catering Technology (HMCT)	4 years	Should have passed 10+2 examination. Obtained at least 45%marks (40% in case of candidate belonging to reserved category) at the qualifying Examination.
vi	Applied Arts and Crafts	4 years	Should have passed 10+2 examination. Obtained at least 45%marks (40% in case of candidate belonging to reserved category) at the qualifying Examination.
vii	All Programmes other than Engineering and Technology	Lateral entry to second year	Passed Diploma examination in a Programme from an AICTE approved Institution, with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate Programme.
viii	All Programmes	Entry to First year	Passed Diploma examination from an AICTE approved Institution; with at least 45% marks (40% in case of candidates belonging to reserved category) in appropriate branch of Engineering/ Technology, subject to vacancies in the first year in case the vacancies at lateral entry are exhausted.
ix	Planning	4 years	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Engineering Drawing/ Computer Science/ Biology/ Technical Vocational subject. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) marks in the above subjects taken together.
Note: *The candidates as in 1.1, except 1.1- (ii), 1.1- (vii), shall, however, be required to qualify at the Entrance Test conducted by the Competent Authority.*			

1.2 Post Graduate Degree and Post Graduate Diploma Programmes (Full Time)

Sl. No.	Programme	Duration	Eligibility
i	Management (PGDM, MBA and similar)	2 years	Recognized Bachelor's Degree of minimum 3 years duration. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
ii	Management (PGCM)	More than 1 year but less than 2 years	Recognized Bachelor's Degree of minimum 3 years duration.
iii	Management (Executive PGDM)	15 Months or 18 Months	Any recognized Bachelors degree of minimum 3 years duration and a minimum of 5 years relevant managerial/ supervisory experience. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.

iv	MCA	3 years	Recognized Bachelor's Degree of minimum 3 years duration with Mathematics at 10+2 level or at Graduate Level. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
v	M.E./ M. Tech.	2 years	Bachelor's degree or equivalent in the relevant field. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
vi	M. Pharm.	2 years	Bachelor in Pharmacy. Obtained at least 55% marks (50% in case of candidate belonging to reserved category) at the qualifying Examination.
vii	M. Arch.	2 years	Bachelor of Architecture. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
viii	Master of Hotel Management and Catering Technology	2 years	Bachelor of Hotel Management and Catering Technology or equivalent degree. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
ix	Applied Arts and Crafts	2 years	Bachelor of Fine Arts or equivalent degree. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
x	MCA (Lateral entry to 2nd year)	3 years (2 years for Lateral entry)	Recognized Bachelor's Degree of minimum 3 years duration in BCA, B.Sc. (IT/ Computer Science) with Mathematics as a Course at 10+2 level or at Graduation Level. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
xi	Planning	2 years	Bachelor of Planning/ Architecture/ Civil Engineering or equivalent degree. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.
Note: There is no Post Graduate Diploma Programme for Pharmacy and Architecture.			
Candidates as mentioned in Section 1.2 above shall be required to qualify the Entrance Test conducted by the Competent Authority. For admission to MBA and similar Courses, candidates shall be required to qualify in CMAT conducted by AICTE or other recognized tests.			

1.3 Diploma Programmes (Full Time)

	Programme	Duration	Eligibility
i	Engineering and Technology	3 or 4 years	Passed 10th Std/ SSC examination. Obtained at least 35% marks at the qualifying examination.
ii	Pharmacy	2 years	Passed 12th Std. examination with Physics and Chemistry as compulsory subjects along with one of the Mathematics/ Biology (Botany and Zoology)
iii	Architectural Assistantship	3 years	Passed 10th Std./ SSC examination. Obtained at least 35% marks at the qualifying examination.
iv	Hotel Management and Catering Technology	3 years or 4 years after 10th Std. where same exists	Passed 12th Std. Obtained at least 35% marks at the qualifying examination. Or Passed 10th Std./ SSC examination. Obtained at least 35% marks at the qualifying examination.
v	Applied Arts and Crafts	3 or 4 years	Passed 10th Std./ SSC examination. Obtained at least 35% marks at the qualifying examination.
vi	All Programmes except Pharmacy (Lateral entry to 2nd year Diploma)	3 years (2 years for Lateral entry)	12th Science or 12th Science with Vocational or 12th Science with Technical Or 10th + (2 years ITI) with appropriate specialization. 12th Science (with Mathematics as one of the Subject) or 12th Science with Vocational (Or) 12th Science with Technical or 10th + (2 years ITI) with appropriate specialization in that order shall be eligible for admission to second year Diploma Courses of appropriate Programme up to a maximum of 20% "Approved Intake" (30% for Institutions in Andaman, Nicobar, Lakshadweep, Daman and Diu) which shall be over and above, supernumerary to the "Approved Intake", plus the unfilled vacancies of 1st year as per the Approval Process Handbook.
vii	Planning	3 or 4 years	Passed 10th Std./ SSC examination. Obtained at least 35% marks at the qualifying examination.

1.4 Post Diploma Programmes (Full Time)

	Programme	Duration	Eligibility
i	Engineering and Technology	18 Months or 2 years	Passed Diploma examination. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying examination.

ii	Hotel Management and Catering Technology	18 Months or 2 years	Passed Diploma examination. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying examination.
iii	Applied Arts and Crafts	18 Months or 2 years	Passed Diploma examination. Obtained at least 50% marks (45% in case of candidate belonging to reserved category) at the qualifying examination.

1.5 Under Graduate Degree Programmes (Part Time*)

	Programme	Duration	Eligibility
i	Engineering and Technology, Hotel Management and Catering Technology, Applied Arts and Crafts, Planning	As per the University norms	Diploma in relevant discipline/ field/ Programme. Minimum of Two years full time work experience in a registered firm/ Company/ Industry/ Educational and/ Government, Autonomous Organizations in the relevant field in which admission is sought.

* Part time for existing Institution

1.6 Post Graduate Degree and Post Graduate Diploma Programmes (Part Time*)

	Programme	Duration	Eligibility
i	Management (PGDM, MBA and similar), Management (PGCM), Management (Executive PGDM), MCA, M.E./ M. Tech., Hotel Management and Catering Technology, Applied Arts and Crafts, Planning	As per the University norms	Degree in relevant discipline/ field/ Programme. Minimum of Two years full time work experience in a registered firm/ Company/ Industry/ Educational and/ Government, Autonomous Organizations in the relevant field in which admission is sought.
ii	M. Arch. (Executive)	3 years	Bachelor of Architecture. Obtained at least 50%marks (45% in case of candidate belonging to reserved category) at the qualifying Examination.

* Part time for existing Institution

Note: There is no Post Graduate Diploma for Pharmacy and Architecture

1.7 Diploma Programmes (Part Time*)

	Programme	Duration	Eligibility
i	Engineering and Technology, Hotel Management and Catering Technology,	As per the Board of Technical Education/ University	Passed 10thStd./ SSC examination and 2 year ITI after 10th Std. Or Passed 10thStd./ SSC examination and

	Applied Arts and Crafts, Planning		Minimum of Two years full time work experience in a registered firm/ Company/ Industry/ Educational and/ Government, Autonomous Organizations in the relevant field in which admission is sought.

* Part time for existing Institution

Note: There is no Diploma Programme in Part-time for Pharmacy and Architecture.

1.8 Post Diploma Programmes (Part Time*)

	Programme	Duration	Eligibility
i	Engineering and Technology, Hotel Management and Catering Technology, Applied Arts and Crafts, Planning	As per the Board of Technical Education/ University	Diploma in relevant discipline/ field/ Programme. Minimum of Two years full time work experience in a registered firm/ Company/ Industry/ Educational and/ Government, Autonomous Organizations in the relevant field in which admission is sought.

* Part time for existing Institution

1.9 Integrated Courses (Full Time)

	Programme	Duration	Eligibility
i	Engineering and Technology	5 years	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/ Technical Vocational subject. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.
ii	Hotel Management and Catering Technology (MHMCT)	5 and ½ years	As per Appendix 1 for respective discipline except Architecture and Applied Arts and Crafts Programmes.
iii	MBA	5 years	Passed 10+2 examination. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.
iv	MCA	5 years	Passed 10+2 examination with Physics and Mathematics as compulsory subjects along with one of the Chemistry/ Biotechnology/ Biology/ Technical Vocational subject. Obtained at least 45% marks (40% in case of candidate belonging to reserved category) in the above subjects taken together.

1.10 Reservation Policy of the Central Government/ Respective State Government/ UT as the case shall be applicable to all the above Programmes (1.1 to 1.9)

Appendix 2

2.0 Approved Nomenclature of Courses

2.1 Programme: Engineering and Technology Level: Diploma

Sl. No.	Name of The Course
1	3-D Animation and Graphics
2	Accounts and Audit
3	Administration Services
4	Advanced Communication and Information System
5	Advanced Computer Application
6	Advanced Diploma in Marine Engineering and Systems
7	Advanced Electronics and Communication Engineering
8	Aero Space Engineering
9	Aeronautical Engineering
10	Agricultural Engineering
11	Agricultural Technology
12	Aircraft Maintenance Engineering (Avionics)
13	Aircraft Maintenance Engineering
14	Animation and Multimedia Technology
15	Apparel Design and Fabric
16	Apparel Design and Fabrication Technology
17	Apparel Design and Fashion Technology
18	Apparel Manufacture and Design
19	Apparel Technology
20	Applied Electronics
21	Applied Electronics and Instrumentation Engineering
22	Applied Videography
23	Armament Engineering (Gun Fitter)
24	Artificer Training (Electrical)
25	Artificer Training (Electronics)
26	Artificer Training (Mech.)
27	Audiography and Sound Engineering
28	Automation and Robotics
29	Automation Engineering
30	Automobile Engineering
31	Automobile Engineering (Automobile Fitter)
32	Automotive Engineering
33	Beauty and Hair Dressing
34	Beauty Culture and Cosmetology
35	Bio Electronics
36	Biomedical Engineering
37	Biomedical Instrumentation
38	Biotechnology
39	Cad Cam
40	Campus Wide Network Design and Maintenance
41	CDDM
42	Cement Technology
43	Ceramic Engineering and Technology
44	Ceramic Technology
45	Ceramics Engineering
46	Chemical Engineering
47	Chemical Engineering (Fertilizer)
48	Chemical Engineering (Oil Technology)
49	Chemical Engineering (Part Time)
50	Chemical Engineering (Petro Chemical)
51	Chemical Engineering (Plastic and Polymer)
52	Chemical Engineering (Sugar Technology)
53	Chemical Engineering (SW)
54	Chemical Technology
55	Chemical Technology (Paint Technology)
56	Chemical Technology (Rubber and Plastic Technology)
57	Chemical Technology Fertilizer
58	Chemical Technology(Rubber/ Plastic)
59	Cinematography
60	Civil and Environmental Engineering
61	Civil and Rural Engineering
62	Civil (Public Health and Environment) Engineering
63	Civil Draftsman
64	Civil Engineering
65	Civil Engineering and Planning
66	Civil Engineering (Building Services Engineering)
67	Civil Engineering (Construction Technology)
68	Civil Engineering (Environment and Pollution Control)
69	Civil Engineering (Environmental Engineering)
70	Civil Engineering (Public Health Engineering)
71	Civil Engineering (Rural Engineering)
72	Civil Engineering (Sandwich Pattern)
73	Civil Engineering (Water Resource and Management)
74	Civil Environmental Engineering
75	Civil Technology
76	Civil Engineering (Construction)
77	Civil (SFS Mode)
78	Commercial and Computer Practice
79	Commercial Practice
80	Commercial Practice (KAN and Engineering)
81	Computer hardware and Networking
82	Computer Aided Costume Design and Dress Making
83	Computer and Information Science
84	Computer Application and Business Management
85	Computer Applications
86	Computer Engineering
87	Computer Engineering and Application
88	Computer Hardware and Maintenance
89	Computer Hardware and Networking
90	Computer Networking
91	Computer Science and Engineering
92	Computer Science
93	Computer Science and Technology
94	Computer Science and Information Technology
95	Computer Science and Systems Engineering
96	Computer Software Technology
97	Computer Technology
98	Computer Technology and Applications
99	Construction Engineering
100	Construction Technology
101	Construction Technology and Management
102	Control and Instrumentation
103	Cosmetology and Health
104	Costumer Design and Dress Making
105	Cyber Forensics and Information Security
106	Dairy Engineering
107	Design and Drafting
108	Digital Communications
109	Digital Electronics
110	Digital Electronics and Microprocessor
111	Digital Electronics and Communication Engineering
112	Digital Systems
113	Architectural Assistantship
114	Computer Applications
115	Handloom and Textile Technology
116	Mechanical Engineering
117	Textile Technology (Man Made Fiber Technology)
118	Medical Lab Technology
119	Direction Screen Play Writing and TV Production
120	Dress Designing and Garment Manufacturing
121	Drilling Engineering
122	Drilling Technology
123	ECG Technology

124	Electrical and Electronics (Power System)
125	Electrical and Electronics Engineering
126	Electrical and Electronics Engineering (Sandwich Course)
127	Electrical and Instrumentation Engineering
128	Electrical and Mechanical Engineering
129	Electrical and Power Engineering
130	Electrical Energy Systems
131	Electrical Engineering (Instrumentation and Control)
132	Electrical Engineering
133	Electrical Engineering (Electronics and Power)
134	Electrical Engineering (Industrial Control)
135	Electrical Machines
136	Electrical Power Systems
137	Electronic Engineering
138	Electronic Instrumentation and Control Engineering
139	Electronic Science and Engineering
140	Electronics
141	Electronics and Avionics
142	Electronics and Communication Engineering
143	Electronics and Communication Engineering (Industry Integrated)
144	Electronics and Communication Technology
145	Electronics and Instrumentation Engineering
146	Electronics and Production
147	Electronics and Telecommunication Engineering
148	Electronics and Telecommunication Engineering (Technologynician Electronic Radio)
149	Electronics and Video Engineering
150	Electronics (Fiber Optics)
151	Electronics (Robotics)
152	Electronics and Communication Engineering (Microwaves)
153	Electronics and Communication Engineering (Sandwich)
154	Electronics and Computer Engineering
155	Electronics and Electrical Engineering
156	Electronics and Telecommunication Engineering (Radio and System)
157	Electronics Communication and Instrumentation Engineering
158	Electronics Engineering
159	Electronics Engineering (Industry Integrated)
160	Electronics Engineering (Micro Electronics)
161	Electronics Engineering (Specialization in Consumer Electronics)
162	Electronics Engineering (Modern Consumer Electronics)
163	Electronics Engineering With Microprocessor
164	Electronics Instrumentation and Control Engineering
165	Electronics Production and Maintenance
166	Electronics Robotics (SW)
167	Electronics Technology
168	Embedded Systems
169	Energy Systems Engineering
170	Engineering Education
171	Environmental Engineering
172	Fabrication Technology
173	Fabrication Technology and Erection Engineering (Sandwich Pattern)
174	Fashion and Clothing Technology
175	Fashion and Design
176	Fashion and Apparel Design
177	Fashion Designing
178	Fashion Designing and Garment Technology
179	Fashion Technology
180	Film and Video Editing
181	Film Editing and TV Production
182	Film Technology and TV Production (Cinematography)
183	Film Technology and TV Production (Film Processing)
184	Film Technology and TV Production (Sound Rec. and Sound Engineering)

185	Film Technology(Animation and Visual Effects
186	Finance Account and Auditing
187	Fire Technology and Safety
188	Fisheries Technology
189	Food Processing and Preservation
190	Food Processing Technology
191	Food Technology
192	Footwear Technology
193	Foundry Technology
194	Garment Technology
195	Garment and Fashion Technology
196	Garment Design and Fashion Technology
197	Garment Fabrication
198	Garment Manufacturing Technology
199	Geoinformatics and Surveying Technology
200	Geographic Information System (G.I.S.) and Global Positioning System
201	Glass and Ceramics Engineering
202	Handloom and Textile Technology
203	Health Care Technology
204	Heat Power Engineering
205	Home Science
206	Hotel Management and Catering Technology
207	I.T. (Courseware Engineering)
208	Industrial and Production Engineering
209	Industrial Electronics
210	Industrial Electronics(Sandwich Pattern)
211	Industrial Engineering and Management
212	Information and Communication Technology
213	Information Engineering
214	Information Science
215	Information Science and Engineering
216	Information Science and Technology
217	Information Security Management
218	Information Technology
219	Information Technology and Engineering
220	Information Technology Enabled Services and Management
221	Instrument Technology
222	Instrumentation
223	Instrumentation and Control Engineering
224	Instrumentation (EANDC)
225	Instrumentation Engineering
226	Instrumentation Technology
227	Instruments and Medical Equipment
228	Interior Decoration
229	Interior Design
230	Jewellery Design and Manufacture Technology
231	Knitting and Garment Technology
232	Knitting Technology
233	Leather and Fashion Technology
234	Leather Goods and Footwear Tech
235	Leather Technology
236	Leather Technology (Footwear)
237	Leather Technology Footwear Computer Aided Shoe Design
238	Leather Technology Tanning
239	Library and Information Science
240	Machine Engineering
241	Machine Tools and Maintenance Engineering
242	Machine Tools Technology
243	Maintenance Engineering
244	Manufacturing Engineering
245	Manufacturing Technology
246	Marine Engineering
247	Marine Engineering and Systems(Artificer Training)
248	Marine Engineering and Systems
249	Mass Communication
250	Material Management

251	Mechanical (Computer Aided Design Manufacture and Engineering)
252	Mechanical Cad/ Cam
253	Mechanical Engineering(Industry Integrated)
254	Mechanical Engineering (Sandwich Pattern)
255	Mechanical Engineering
256	Mechanical Engineering (Auto)
257	Mechanical Engineering (Maintenance)
258	Mechanical Engineering (Refrigeration and Air Conditioning)
259	Mechanical Engineering (Tool and Die)
260	Mechanical Engineering Auto Mobile
261	Mechanical Engineering Power Plant Engineering
262	Mechanical Engineering Production
263	Mechanical Engineering Specialization in Cad
264	Mechanical Engineering Tool Engineering
265	Mechanical Engineering Tube Well Engineering
266	Mechanical Engineering(Cad/ Cam)
267	Mechanical Engineering (Foundry) (SW)
268	Mechanical Engineering(Machine Tool Maintenance and Repairs) (SW)
269	Mechanical Engineering(Repair and Maintenance)
270	Mechanical Welding and Sheet Metal Engineering
271	Mechatronics
272	Mechatronics-Sandwich
273	Medical Electronics Engineering
274	Medical Electronics
275	Medical Laboratory Technology
276	Metallurgical Engineering
277	Metallurgy
278	Metallurgy and Material Technology
279	Micro Electronics
280	Mine Engineering
281	Mine Surveying
282	Mining and Mine Surveying
283	MLT
284	Modern Office Management
285	Modern Office Management and Secretarial Practice
286	Modern Office Practice
287	Multimedia Technology
288	Navy Entry Artificer/ Mechanical and Electrical
289	Network Engineering
290	Office Management and Computer Application
291	Ophthalmic Technology
292	Opto-Electronics Engineering
293	Packaging Technology
294	Paint Technology
295	Petrochemical Engineering
296	Petrochemical Refinery
297	Petrochemical Technology
298	Petroleum Engineering
299	Petroleum Technology
300	Pharmaceutical Chemistry and Technology
301	Photography
302	Plastic and Mould Technology
303	Plastic and Polymer Engineering
304	Plastic Engineering
305	Plastic Mould Technology (DPMT)
306	Plastic Mould Technology (DPMT/PDPMT)
307	Plastic Technology
308	Plastic Technology (DPT/ PDPT)
309	Plastics Processing and Testing
310	Polymer Engineering and Technology
311	Polymer Technology
312	Post Graduate Diploma in Computer Application
313	Plastic Process and Testing
314	Power Electronics
315	Power Systems Engineering
316	Precision Manufacturing
317	Printing and Packing Technology
318	Printing Technology
319	Production and Industrial Engineering
320	Production Engineering
321	Production Engineering (Sandwich)
322	Production Technology
323	Pulp Technology
324	Quantity Surveying and Construction Management
325	Refrigeration and Air Conditioning
326	Robotics and Mechatronics
327	Rubber Technology
328	Saddlery Technology and Export Management
329	Shipbuilding Engineering
330	Sound Recording Engineering
331	Sugar Technology
332	Surface Coating Technology
333	Survey Engineering
334	Technical Chemistry
335	Technician X-Ray Technology
336	Telecommunication Engineering
337	Telecommunication Technology
338	Textile Chemistry
339	Textile Design
340	Textile Designing
341	Textile Designing Printing
342	Textile Engineering
343	Textile Manufactures
344	Textile Manufacturing and Technology
345	Textile Marketing and MGT
346	Textile Processing
347	Textile Processing Technology
348	Textile Technology
349	Textile Technology (Sandwich)
350	Textile Technology(Textile Design and Weaving)
351	Textile Technology(Manmade Fibre)
352	Tool and Die Making
353	Tool and Die Engineering
354	Tool and Die Under Mechanical Engineering
355	Tool Die and Mould Making
356	Transportation Engineering
357	Travel and Tourism
358	TV and Sound Engineering
359	Water Resource Management
360	Water Technology and Health Science
361	Weapons Engineering
362	Web Designing
363	Web Technologies
364	Wood and Paper Technology
365	Wood Technology

2.2 Programme: Engineering and Technology Level: Post Diploma

Sl. No.	Name of The Course
1	Advanced Die and Mould Making
2	Advanced Diploma in Computer Applications
3	Advanced Electrical Power System
4	Advanced Electronics and Communication Engineering
5	Advanced Mechatronics and Industrial Automation
6	Advanced Refrigeration and Air Conditioning (SW) (SF)
7	Automobile Engineering
8	Biotechnology Tissue Culture
9	CAD CAM
10	CAD/ CAM
11	Civil Engineering

12	Computer Hardware and Networking
13	Computer Aided Design and Manufacture
14	Computer Aided Design Manufacture and Engineering
15	Computer Applications
16	Computer Applications in Industrial Drives
17	Computer Hardware and Networking
18	Computer Hardware Maintenance and Networking
19	Computer Networks
20	Electrical Engineering
21	Electronics and Telecommunications Engineering
22	Embedded Systems
23	Fire Technology and Safety
24	Geographic Information System (G.I.S.) and Global Positioning System
25	Industrial Safety
26	Industrial Safety and Engineering
27	Information Technology
28	Knitting and Garment Technology
29	Mechanical Engineering
30	Medical Electronics
31	Petrochemical Engineering
32	Plant Engineering
33	Plastic Mould Design
34	Plastic Mould Technology (DPMT / PDMT)
35	Plastic Technology (DPT/ PDPT)
36	Plastics Mould Design
37	Plastics Processing and Testing
38	Post Graduate Diploma in Computer Application
39	Post Plastic Mould Design
40	Post Plastic Process and Testing
41	Power Plant Engineering and Energy Management
42	Production Engineering System Technology
43	Refrigeration and Air Conditioning
44	Rubber Technology
45	Software Systems
46	Software Testing
47	Textile Processing
48	Thermal Power Engineering
49	Tool and Die Engineering
50	Tool Design
51	Town Planning and Architecture
52	VLSI Design
53	Web Designing
54	Electronics Communication and Instrumentation Engineering

2.3 Programme: Engineering and Technology Level: Under Graduate

Sl. No.	Name of The Course
1	3-D Animation and Graphics
2	Advanced Communication and Information System
3	Advanced Computer Application
4	Advanced Electronics and Communication Engineering
5	Aero Space Engineering
6	Aeronautical Engineering
7	Agricultural Engineering
8	Agricultural Technology
9	Agriculture Engineering
10	Aircraft Maintenance Engineering
11	Airline Management
12	Apparel and Production Management
13	Applied Electronics and Instrumentation Engineering
14	Applied Electronics and Communications
15	Architectural Assistantship
16	Architecture and Interior Decoration
17	Architecture Assistantship
18	Automation and Robotics
19	Automation Engineering
20	Automobile Engineering
21	Automobile Maintenance Engineering
22	Automotive Technology
23	Biochemical Engineering
24	Biomedical Engineering
25	Biomedical Instrumentation
26	Biotechnology
27	Biotechnology and Biochemical Engineering
28	Building and Construction Technology
29	Cement and Ceramic Technology
30	Ceramic Engineering and Technology
31	Ceramic Technology
32	Ceramics Engineering
33	Chemical and Electro Chemical Engineering
34	Chemical Engineering
35	Chemical Engineering (Plastic and Polymer)
36	Chemical Technology
37	Civil and Environmental Engineering
38	Civil and Rural Engineering
39	Civil and Water Management Engineering
40	Civil Engineering
41	Civil Engineering and Planning
42	Civil Engineering (Construction Technology)
43	Civil Engineering (Environmental Engineering)
44	Civil and Infrastructure Engineering
45	Civil Engineering (Public Health Engineering)
46	Civil Engineering Environment and Pollution Control
47	Civil Technology
48	Communication Engineering
49	Computer and Communication Engineering
50	Computer Engineering
51	Computer Engineering and Application
52	Computer Networking
53	Computer Science and Engineering
54	Computer Science
55	Computer Science and Technology
56	Computer Science and Information Technology
57	Computer Science and Systems Engineering
58	Computer Technology
59	Computing in Computing
60	Computing in Multimedia
61	Computing in Software
62	Construction Engineering
63	Construction Engineering and Management
64	Construction Technology
65	Construction Technology and Management
66	Dairy Engineering
67	Diary Technology
68	Digital Techniques for Design and Planning
69	Dyestuff Technology
70	Electrical and Computer Engineering
71	Electrical and Electronics (Power System)
72	Electrical and Electronics Engineering
73	Electrical and Electronics Engineering (Sandwich)
74	Electrical and Instrumentation Engineering
75	Electrical and Mechanical Engineering
76	Electrical and Power Engineering
77	Electrical Engineering
78	Electrical Engineering (Electronics and Power)
79	Electrical Engineering Industrial Control
80	Electrical Instrumentation and Control Engineering
81	Electrical, Electronics and Power
82	Electronic Engineering
83	Electronic Instrumentation and Control Engineering

84	Electronic Science and Engineering
85	Electronics
86	Electronics and Communication Engineering
87	Electronics and Communication Engineering (Industry Integrated)
88	Electronics and Computer Science
89	Electronics and Instrumentation Engineering
90	Electronics and Telecommunication Engineering
91	Electronics and Telecommunication Engineering (Technologynician Electronic Radio)
92	Electronics and Biomedical Engineering
93	Electronics and Communication Engineering (Microwaves)
94	Electronics and Communication Engineering (Sandwich)
95	Electronics and Computer Engineering
96	Electronics and Control Systems
97	Electronics and Electrical Engineering
98	Electronics and Power Engineering
99	Electronics and Telematics Engineering
100	Electronics Communication and Instrumentation Engineering
101	Electronics Design Technology
102	Electronics Engineering
103	Electronics Instrumentation and Control Engineering
104	Electronics System Engineering
105	Electronics Technology
106	Energy and Environmental Management
107	Energy Engineering
108	Engineering Education
109	Environment Engineering
110	Environmental Engineering
111	Environmental Science and Engineering
112	Environmental Science and Technology
113	Facilities and Services Planning
114	Fashion and Apparel Technology
115	Fashion and Apparel Engineering
116	Fashion Technology
117	Fibers and Textiles Processing Technology
118	Fire Technology and Safety
119	Food Engineering and Technology
120	Food Processing and Preservation
121	Food Processing Technology
122	Food Technology
123	Food Technology and Management
124	Footwear Technology
125	Geo Informatics
126	Industrial and Production Engineering
127	Industrial Biotechnology
128	Industrial Engineering
129	Industrial Engineering and Management
130	Information and Communication Technology
131	Information Engineering
132	Information Science and Engineering
133	Information Science and Technology
134	Information Technology
135	Information Technology and Engineering
136	Instrument Technology
137	Instrumentation
138	Instrumentation and Control Engineering
139	Instrumentation and Electronics
140	Instrumentation Engineering
141	Instrumentation Technology
142	Jute and Fibre Technology
143	Leather Technology
144	Machine Engineering
145	Man Made Fibre Technology
146	Man-Made Textile Technology
147	Manufacturing Engineering
148	Manufacturing Engineering and Automation

149	Manufacturing Engineering and Technology
150	Manufacturing Process and Automation Engineering
151	Manufacturing Science and Engineering
152	Manufacturing Technology
153	Marine Engineering
154	Marine Technology
155	Master in Engineering and Management
156	Material Science and Technology
157	Mechanical and Automation Engineering
158	Mechanical Engineering (Industry Integrated)
159	Mechanical Engineering (Sandwich Pattern)
160	Mechanical Engineering
161	Mechanical Engineering (Automobile)
162	Mechanical Engineering (Production)
163	Mechanical Engineering Automobile
164	Mechanical Engineering(Repair and Maintenance)
165	Mechatronics
166	Mechatronics Engineering
167	Mechatronics Engineering (Sandwich)
168	Medical Electronics Engineering
169	Medical Electronics
170	Medical Lab Technology
171	Metallurgical and Materials Engineering
172	Metallurgical Engineering
173	Metallurgy
174	Metallurgy and Material Technology
175	Military Engineering
176	Mine Engineering
177	Mining Engineering
178	Nano Science and Technology
179	Nano Technology
180	Nano Technology and Robotics
181	Naval Architecture and Ship Building Engineering
182	Nuclear Science and Technology
183	Oil and Paint Technology
184	Oil Technology
185	Oils, Oleochemicals and Surfactants Technology
186	Optics and Optoelectronics
187	Packaging Technology
188	Paint Technology
189	Petrochem and Petroleum Refinery Engineering
190	Petrochemical Engineering
191	Petrochemical Technology
192	Petroleum Engineering
193	Petroleum Technology
194	Pharmaceuticals and Fine Chemical Technology
195	Pharmaceuticals Chemistry and Technology
196	Planning
197	Plastic and Polymer Engineering
198	Plastics Engineering
199	Plastics Technology
200	Polymer Engineering
201	Polymer Engineering and Technology
202	Polymer Science and Chemical Technology
203	Polymer Science and Technology
204	Polymer Technology
205	Power Electronics
206	Power Electronics and Instrumentation Engineering
207	Power Electronics Engineering
208	Power Engineering
209	Precision Manufacturing
210	Printing and Packing Technology
211	Printing Technology
212	Production and Industrial Engineering
213	Production Engineering
214	Production Engineering (Sandwich)
215	Project Management
216	Pulp Technology
217	Radio Physics and Electronics
218	Robotics and Automation

219	Rubber Technology
220	Safety and Fire Engineering
221	Shipbuilding Engineering
222	Silk Technology
223	Software Engineering
224	Surface Coating Technology
225	Telecommunication Engineering
226	Textile Chemistry
227	Textile Engineering
228	Textile Plant Engineering
229	Textile Processing
230	Textile Technology
231	Tool Engineering
232	Mathematics and Computing

2.4 Programme: Engineering and Technology Level: Post Graduate

Sl. No.	Name of The Course
1	Advanced Communication and Information System
2	Advanced Computer Aided Design
3	Advanced Design and Manufacturing
4	Advanced Electrical Power System
5	Advanced Electronics
6	Advanced Electronics and Communication Engineering
7	Advanced Manufacturing and Mechanical Systems Design
8	Advanced Manufacturing Systems
9	Advanced Manufacturing Technology
10	Advanced Materials Technology
11	Advanced Production Systems
12	Aero Dynamic Engineering
13	Aero Space Engineering
14	Aeronautical Engineering
15	Agricultural Engineering
16	Air Armament
17	Apparel Technology
18	Applied Electronics
19	Applied Electronics and Communication System
20	Applied Electronics and Communications
21	Applied Electronics and Instrumentation Engineering
22	Applied Instrumentation
23	Armament Engineering (Gun Fitter)
24	Artificial Intelligence
25	Atmospheric Science
26	Automated Manufacturing Systems
27	Automation
28	Automation and Control Power Systems
29	Automation and Robotics
30	Automobile Engineering
31	Automobile Technology
32	Automotive Electronics
33	Automotive Engineering
34	Automotive Systems
35	Automotive Technology
36	Avionics
37	Bio Electronics
38	Bio Metrics and Cyber Security
39	Biochemical Engineering
40	Biochemical Engineering and Biotechnology
41	Bioinformatics
42	Biomedical Electronics
43	Biomedical Engineering
44	Biomedical Instrumentation
45	Biomedical Signal Processing and Instrumentation
46	Biometrics and Cyber Security
47	Bioprocess Engineering
48	Bioprocess Technology
49	Biotechnology
50	Biotechnology and Biochemical Engineering
51	Building Construction Technology
52	CAD/ CAM
53	CAD/ CAM Engineering
54	CAD/ CAM/ CAE
55	Ceramic Engineering and Technology
56	Ceramics Engineering
57	Chemical Engineering
58	Chemical Processing in Textiles
59	Chemical Reaction Engineering
60	Chemical Science and Technology
61	Chemical Technology
62	Chemical Technology(Rubber/ Plastic)
63	Civil and Rural Engineering
64	Civil (Public Health and Environment) Engineering
65	Civil Engineering
66	Civil Engineering (Construction Technology)
67	Civil Engineering (Environmental and Pollution Control)
68	Civil Engineering (Environmental Engineering)
69	Civil Engineering (Transportation Engineering)
70	Civil Engineering (Water Management)
71	Civil Environmental Engineering
72	Combat Vehicles (Mechanical Engineering)
73	Communication and Signal Process
74	Communication and Information Systems
75	Communication and Networking
76	Communication Engineering
77	Communication Engineering and Signal Processing
78	Communication Networks
79	Communication Systems
80	Communication Technology and Management
81	Computational Analysis in Mechanical Science
82	Computational Mechanics
83	Computational Mechanics (Mechanical Engineering)
84	Computer Aided Analysis and Design
85	Computer Aided Design
86	Computer Aided Design and Manufacture
87	Computer Aided Design Manufacture and Automation
88	Computer Aided Design Manufacture and Engineering
89	Computer Aided Design of Structures
90	Computer Aided Process Design
91	Computer Aided Structural Analysis and Design
92	Computer Aided Structural Engineering
93	Computer and Communication
94	Computer and Communication Engineering
95	Computer and Information Science
96	Computer Applications
97	Computer Applications in Industrial Drives
98	Computer Cognition and Technology
99	Computer Engineering
100	Computer Engineering and Application
101	Computer Engineering and Networking
102	Computer Hardware and Networking
103	Computer Integrated Manufacturing
104	Computer Network Engineering
105	Computer Networking
106	Computer Networking and Engineering
107	Computer Networks
108	Computer Networks and Information Security
109	Computer Networks and Internet Security
110	Computer Science and Engineering
111	Computer Science
112	Computer Science and Engineering (Networks)
113	Computer Science and Technology
114	Computer Science and Engineering (Cyber Security)
115	Computer Science and Information Security

116	Computer Science and Information System
117	Computer Science and Information Technology
118	Computer Science and Systems Engineering
119	Computer Systems and Technology
120	Computer Technology
121	Computer Technology and Applications
122	Computer Vision and Image Processing
123	Computing in Computing
124	Construction Technology
125	Construction and Project Management
126	Construction Engineering
127	Construction Engineering and Management
128	Construction Management
129	Construction Planning and Management
130	Construction Project Management
131	Construction Technology
132	Construction Technology and Management
133	Control and Instrument
134	Control and Instrumentation
135	Control Engineering
136	Control System Engineering
137	Control Systems
138	Cryogenic Engineering
139	Cyber Forensics
140	Cyber Forensics and Information Security
141	Cyber Security
142	Data Sciences
143	Design and Production
144	Design and Thermal Engineering
145	Design Engineering
146	Design for Manufacturing
147	Design of Mechanical Equipment
148	Design of Mechanical Systems
149	Digital Communication
150	Digital Communication Engineering
151	Digital Communications and Networking
152	Digital Electronics
153	Digital Electronics and Communication
154	Digital Electronics and Communication Engineering
155	Digital Electronics and Communication Systems
156	Digital Electronics and Engineering
157	Digital Image Processing
158	Digital Instrumentation
159	Digital Signal Processing
160	Digital Systems
161	Digital Systems and Communications Engineering
162	Digital Systems and Computer Electronics
163	Digital Techniques and Instrumentation
164	Distributed and Mobile Computing
165	Distributed Systems
166	Drugs and Pharmaceuticals
167	Dyestuff Technology
168	Earthquake Engineering
169	E-Learning Technologies
170	Electric Power System
171	Electrical and Computer Engineering
172	Electrical and Electronics (Power System)
173	Electrical and Electronics Engineering
174	Electrical and Mechanical Engineering
175	Electrical and Power Engineering
176	Electrical Devices and Power Systems
177	Electrical Drives and Control
178	Electrical Energy Systems
179	Electrical Engineering (Instrumentation and Control)
180	Electrical Engineering
181	Electrical Engineering (Electronics and Power)
182	Electrical Instrumentation and Control Engineering
183	Electrical Machines
184	Electrical Machines and Drives
185	Electrical Power and Energy Systems

186	Electrical Power Engineering
187	Electrical Power System
188	Electronic Circuits and System Design
189	Electronic Instrumentation and Control Engineering
190	Electronics
191	Electronics and Communication Engineering (Industry Integrated)
192	Electronics and Communication(VLSI Design)
193	Electronics and Instrumentation Engineering
194	Electronics and Tele-Communication Engineering
195	Electronics and Telecommunication Engineering (Technologynician Electronic Radio)
196	Electronics and Communications Engineering
197	Electronics and Control Systems
198	Electronics and Information Systems
199	Electronics and Instrumentation Engineering
200	Electronics and Telecommunication Engineering (Radio and System)
201	Electronics Communication and Instrumentation Engineering
202	Electronics Design and Technology
203	Electronics Engineering
204	Electronics Product Design and Technology
205	Electronics Systems and Communication
206	Electronics Technology
207	Electronics Tele Communication
208	Embedded and Real Time Systems
209	Embedded System and Computing
210	Embedded System and VLSI
211	Embedded System and VLSI Design
212	Embedded Systems
213	Embedded Systems Technologies
214	Energetic Materials and Polymers
215	Energy and Environmental Management
216	Energy Engineering
217	Energy Management
218	Energy Science and Technology
219	Energy Systems
220	Energy Systems Analysis and Design
221	Energy Systems and Management
222	Energy Systems Engineering
223	Energy Technology
224	Energy Technology and Management
225	Engineering Design
226	Engineering Education
227	Engineering Statistics
228	Environment and Water Resource Engineering
229	Environmental Biotechnology
230	Environmental Engineering
231	Environmental Engineering and Management
232	Environmental Management
233	Environmental Science and Engineering
234	Environmental Science and Technology
235	E-Security
236	Farm Machinery
237	Fashion and Apparel Engineering
238	Fashion Technology
239	Financial Engineering
240	Food Biotechnology
241	Food Engineering and Technology
242	Food Plant Operations Management
243	Food Process Engineering and Management
244	Food Processing
245	Food Processing Technology
246	Food Safety and Quality Management
247	Food Supply Chain Management
248	Food Technology
249	Food Technology and Management
250	Foundation Engineering
251	Fracture Mechanics

252	Fuel and Combustion
253	Future Studies and Planning
254	Gas Turbine Technology
255	Geoinformatics
256	Geoinformatics and Surveying Technology
257	Geomachines and Structures
258	Geomechanics and Structures
259	Geotechnical and Geo Environmental Energy
260	Geotechnical Earthquake Engineering
261	Geotechnical Engineering
262	Geotechnology
263	Green Technology
264	Guidance and Navigation Control
265	Guided Missiles
266	Health Science and Water Engineering
267	Heat and Power
268	Heat Power and Thermal Engineering
269	Heat Power Engineering
270	Heat Ventilation and Air Conditioning
271	High Voltage and Power Systems Engineering
272	High Voltage Engineering
273	Highway Engineering
274	Highway Technology
275	Hill Area Development Engineering
276	Hydraulics and Flood Control
277	Hydraulics Engineering
278	I.T. (Courseware Engineering)
279	Illumination Engineering
280	Illumination Technology and Design
281	Image Processing
282	Industrial and Production Engineering
283	Industrial Automation and RF Engineering
284	Industrial Automation and Robotics
285	Industrial Biotechnology
286	Industrial Catalysis
287	Industrial Design
288	Industrial Drives and Control
289	Industrial Electronics
290	Industrial Engineering
291	Industrial Engineering and Management
292	Industrial Instrumentation and Control
293	Industrial Mathematics
294	Industrial Metallurgy
295	Industrial Pollution Control
296	Industrial Power Control and Drives
297	Industrial Production and Management Engineering
298	Industrial Refrigeration and Cryogenics
299	Industrial Safety
300	Industrial Safety and Engineering
301	Industrial Structures
302	Industrial Systems Engineering
303	Information and Communication Technology
304	Information Engineering
305	Information Science and Technology
306	Information Security
307	Information Security Management
308	Information Systems
309	Information Technology
310	Information Technology and Engineering
311	Information Technology(Artificial Intelligence and Robotics)
312	Information Technology(Information and Cyber Warfare)
313	Infrastructure Engineering
314	Infrastructure Engineering and Management
315	Infrastructure Engineering and Technology
316	Infrastructure Management
317	Instrumentation
318	Instrumentation and Control
319	Instrumentation and Control Engineering

320	Instrumentation and Electronics
321	Instrumentation and Control
322	Instrumentation Engineering
323	Integrated Circuits Technology
324	Integrated Power Systems
325	Intelligent Systems
326	Internal Combustion and Automobiles
327	Internal Combustion Engines and Turbo Machinery
328	Internal Combustion Engineering
329	Irrigation and Drainage Engineering
330	Irrigation Engineering
331	Laser and Electro Optics
332	Laser Technology
333	Lean Manufacturing Engineering
334	Leather Technology
335	Machine Design
336	Machine Design and Robotics
337	Maintenance Engineering
338	Man-Made Textile Technology
339	Manufacturing and Automation
340	Manufacturing Engineering
341	Manufacturing Engineering and Automation
342	Manufacturing Engineering and Management
343	Manufacturing Engineering and Technology
344	Manufacturing Process
345	Manufacturing Process and Automation Engineering
346	Manufacturing Science and Engineering
347	Manufacturing Systems and Management
348	Manufacturing Systems Engineering
349	Manufacturing Technology
350	Manufacturing Technology and Automation
351	Marine Engineering
352	Marine Technology
353	Master of Engineering and Management
354	Master of Science in Software Engineering
355	Master of Engineering and Management
356	Master of Technology Management
357	Material Engineering
358	Material Science and Technology
359	Material Engineering (Nanotechnology)
360	Mechanical (Computer Aided Design, Manufacture and Engineering)
361	Mechanical and Automation Engineering
362	Mechanical Engineering (Manufacturing Technology)
363	Mechanical Engineering
364	Mechanical Engineering (Industry Integrated)
365	Mechanical Engineering (Thermal Engineering)
366	Mechanical Engineering Automobile
367	Mechanical Engineering Design
368	Mechanical Engineering Specialization in Cad
369	Mechanical Engineering(Production)
370	Mechanical Engineering (Cad/ Cam)
371	Mechanical Engineering (Energy System and Management)
372	Mechanical Engineering-Product Design and Development
373	Mechanical- Product Life Cycle Management
374	Mechanical System Design
375	Mechanical Welding and Sheet Metal Engineering
376	Mechanical (Computer Integrated Manufacturing)
377	Mechanical-Manufacturing Engineering
378	Mechatronics
379	Medical Electronics
380	Metallurgical and Materials Engineering
381	Metallurgical Engineering
382	Metallurgy
383	Metallurgy and Material Technology
384	Micro and Nano Electronics
385	Micro Electronics
386	Micro Electronics and VLSI Design

387	Micro Electronics and Control Systems
388	Micro Electronics Engineering
389	Microwave and Optical Communication
390	Microwave and Communication Engineering
391	Microwave and Millimeter Engineering
392	Microwave and Radar Engineering
393	Microwave and TV Engineering
394	Microwave Engineering
395	Microwaves
396	Mineral Exploration
397	Mining Engineering
398	Mobile Communication and Network Technology
399	Mobile Technology
400	Modeling and Simulation
401	Modern Communication Engineering
402	Molecular Medicine
403	Multimedia and Software Engineering
404	Multimedia Technology
405	Nano Biotechnology
406	Nano Science and Technology
407	Nano Technology
408	Network Engineering
409	Network Infrastructure Management
410	Network Security and Management
411	Networking
412	Networking and Internet Engineering
413	Neural Networks
414	New Material Process and Technology
415	Nuclear Engineering
416	Nuclear Science and Technology
417	Oil Technology
418	Oils, Oleochemicals and Surfactants Technology
419	Optical Engineering
420	Optics and Optoelectronics
421	Opto Electronics and Communication Systems
422	Optoelectronics and Communication
423	Optoelectronics and Laser Technology
424	Opto-Electronics Engineering
425	Optoelectronics –Optical Communication
426	Packaging Technology
427	Paint Technology
428	Parallel Distributed Systems
429	Perfumery and Flavour Technology
430	Pervasive Computing Technology
431	Petrochem and Petroleum Refinery Engineering
432	Petrochemical Engineering
433	Petrochemical Technology
434	Petroleum Engineering
435	Petroleum Refining and Petrochemicals
436	Petroleum Technology
437	Pharmaceuticals and Fine Chemical Technology
438	Pharmaceuticals Chemistry and Technology
439	Physical Metallurgy
440	Plant Design
441	Plastic Engineering
442	Plastic Technology
443	Plastics Processing and Testing
444	Polymer Engineering
445	Polymer Nanotechnology
446	Polymer Science and Engineering
447	Polymer Science and Technology
448	Polymer Technology
449	Power and Energy Engineering
450	Power and Industrial Drives
451	Power Control and Drives
452	Power Electronics
453	Power Electronics and Control
454	Power Electronics and Drives
455	Power Electronics and Drives in Electrical Engineering
456	Power Electronics and Electrical Drives

457	Power Electronics and Machine Drives
458	Power Electronics and Power Systems
459	Power Electronics and Systems
460	Power Electronics Engineering
461	Power Engineering
462	Power Engineering and Energy Systems
463	Power Plant Engineering and Energy Management
464	Power System and Control
465	Power System and Control Automation
466	Power System With Emphasis H. V. Engineering
467	Power Systems
468	Power Systems and Automation
469	Power Systems and Power Electronics
470	Power Systems Control and Automation Engineering
471	Power Systems Engineering
472	Pre Stressed Concrete
473	Printing Engineering and Graphics Communication
474	Printing Graphics
475	Printing Technology
476	Process and Food Engineering
477	Process Control
478	Process Control Instrumentation
479	Process Dynamics and Control
480	Process Instrumentation
481	Process Metallurgy
482	Product Design
483	Product Design and Commerce
484	Product Design and Development
485	Product Design and Manufacturing
486	Production and Industrial Engineering
487	Production Engineering
488	Production Engineering and Engineering Design
489	Production Engineering System Technology
490	Production Management
491	Production Technology
492	Production Technology and Management
493	Project Management
494	Propulsion Engineering
495	Quality Engineering and Management
496	Radar and Communication
497	Radio Frequency and Microwave Engineering
498	Radio Physics and Electronics
499	Real Time Systems
500	Refrigeration and Air Conditioning
501	Reliability Engineering
502	Remote Sensing
503	Remote Sensing and Wireless Sensor Networks
504	Remote Sensing and GIS
505	Renewable Energy
506	Robotics and Automation
507	Robotics and Mechatronics
508	Rocket Propulsion
509	Rubber Technology
510	Scientific Computing
511	Seismic Design and Earthquake Engineering
512	Sensor Technology
513	Signal Processing
514	Signal Processing and Communications
515	Signal Processing and Embedded Systems
516	Software Engineering
517	Software Systems
518	Soil and Water Conservation Engineering
519	Soil Mechanics
520	Soil Mechanics and Foundation Engineering
521	Solar Power Systems
522	Spatial Information Technology
523	Sports Technology
524	Structural and Foundation Engineering
525	Structural Design
526	Structural Dynamics and Earthquake Engineering

527	Structural Engineering
528	Structural Engineering and Construction
529	Structural Engineering and Construction Management
530	Surface Coating Technology
531	System and Network Security
532	System Management
533	System Software
534	Systems and Signal Processing
535	Technical Textile
536	Telecommunication Engineering
537	Telematics
538	Textile Chemistry
539	Textile Engineering
540	Textile Processing
541	Textile Processing Technology
542	Textile Technology
627	Textile Technology (Technical Textiles)
543	Textile Technology (Design and MFG)
544	Thermal and Fluid Engineering
545	Thermal Engineering
546	Thermal Power Engineering
547	Thermal Science
548	Thermal Science Engineering
549	Thermal Sciences and Energy Systems
550	Thermal Systems and Design
551	Tool Design
552	Tool Engineering
553	Town and Country Planning
554	Traffic and Transporting Engineering
555	Translational Engineering
556	Transportation Engineering
557	Transportation Engineering and Management

558	Transportation System Engineering
559	Tribology and Maintenance
560	Turbo Machinery
561	Virtual Prototyping and Digital Manufacturing
562	VLSI
563	VLSI and Embedded Systems
564	VLSI and Embedded Systems Design
565	VLSI and Microelectronics
566	VLSI Design
567	VLSI Design and Embedded Systems
568	VLSI Design and Signal Processing
569	VLSI Design and Testing
570	VLSI System Design
571	VLSI Systems
572	Waste Water Management, Health and Safety Engineering
573	Water and Environmental Technology
574	Water Resource Engineering
575	Water Resource Management
576	Water Resources and Hydraulic Engineering
577	Water Resources and Environmental Engineering
578	Water Resources and Hydro Informatics
579	Weapons Engineering
580	Web Technologies
581	Wired and Wireless Communication
582	Wireless and Mobile Communications
583	Wireless Communication and Computing
584	Wireless Communication Technology
585	Wireless Communications
586	Wireless Networks and Applications
587	Wireless Technology

2.5 Programme: Engineering and Technology Level: Post Graduate Diploma

Sl. No.	Name of The Course
1	Biotechnology
2	Cement Technology
3	Computer Applications
4	Computer Engineering and Application
5	Computer Hardware and Networking
6	Food, Drug and Cosmetics
7	Industrial Engineering
8	Manufacturing Engineering and Management

9	Nano Technology
10	Networking
11	Packaging Technology
12	Plastics Processing and Testing
13	Plastics Processing and Testing
14	Computer Application
15	Project Management
16	Sugar Technology
17	Web Designing

2.6 Programme: Applied Arts and Crafts Level: Diploma

Sl. No.	Name of The Course
1	Apparel Design and Fabrication Technology
2	Apparel Design and Fashion Technology
3	Applied Arts
4	Art for Drawing Teacher
5	Beauty and Hair Dressing
6	Beauty Culture
7	Beauty Culture and Cosmetology
8	Commercial Art
9	Commercial Practice (English)
10	Commercial Practice (Kannada and Eng.)
11	Commercial Practice (Kannada)
12	Cosmetology
13	Costume Design and Dress Making

14	Costume Design and Garment Technology
15	Costume Design and Dress Making
16	Craft Technology
17	Fashion and Apparel Design
18	Fashion Design and Garment Technology
19	Fashion Designing
20	Fashion Technology
21	Fine Arts
22	Garment Technology
23	Home Science
24	Interior Decoration
25	Textile Design
26	Textile Designing
27	Travel and Tourism

2.7 Programme: Applied Arts and Crafts Level: Post Diploma

Sl. No.	Name of The Course
1	Advertisement and Public Relation

2	Customer Service Management
3	Fashion Technology

4	Fine Arts
5	Textile Designing

2.8 Programme: Applied Arts and Crafts Level: Under Graduate

Sl. No.	Name of The Course
1	Applied Arts
2	Applied Arts and Crafts (Fashion and Apparel Design)
3	Commercial Art
4	Fashion and Apparel Design
5	Fine Arts
6	Industrial Design in Ceramic
7	Industrial Design in Textile
8	Painting
9	Print Making
10	Sculpture
11	Textile Design
12	Visual Communication Design

2.9 Programme: Applied Arts and Crafts Level: Post Graduate

Sl. No.	Name of The Course
1	Advertisement and Public Relation
2	Applied Arts
3	Ceramic Design
4	Customer Service Management
5	Fashion Technology
6	Fine Arts
7	Painting
8	Sculpture
9	Textile Design
10	Visual Communication Design

2.10 Programme: Architecture Level: Diploma

Sl. No.	Name of The Course
1	Architectural Assistantship (Interior Design)
2	Architecture
3	Architecture and Interior Decoration
4	Architectural Engineering
5	Architecture (Interior Design)
6	Architecture and Interior Design
7	Architecture Assistantship (Sandwich)
8	Interior Decoration and Design
9	Interior Design

2.11 Programme: Architecture Level: Under Graduate

Sl. No.	Name of The Course
1	Architectural Engineering
2	Architecture
3	Architecture (Interior Design)
4	Building Engineering and Construction Management
5	B.Arch.(Interior Design)
6	Interior Design
7	Planning
8	Urban and Regional Planning

2.12 Programme: Architecture Level: Post Graduate

Sl. No.	Name of The Course
1	Architectural Engineering
2	Architecture
3	Architecture (Housing)
4	Architecture (Landscape)
5	Architecture Pedagogy
6	B. Arch. (General)
7	Building Services
8	Construction and Project Management
9	Ekistics
10	Environmental Planning
11	Housing
12	Industrial Area Planning and Management
13	Infrastructure Planning
14	Interior Design
15	Landscape Design
16	Medical Architecture
17	Planning
18	Recreation Architecture
19	Settlement Conservation
20	Theory and Design
21	Planning
22	Urban and Regional Planning
23	Urban Design
24	Urban Planning
25	Urban Regeneration
26	Urban Transport Planning and Management

2.13 Programme: Hotel Management and Catering Technology Level: Diploma

Sl. No.	Name of The Course
1	Food Technology
2	Hotel Management
3	Hotel Management and Catering Technology
4	Travel and Tourism
5	Hospitality and Tourism Administration

2.14 Programme: Hotel Management and Catering Technology Level: Under Graduate

Sl. No.	Name of The Course
1	Hospitality and Tourism Administration
2	Hotel Management
3	Hotel Management and Catering Technology
4	B.A. (Hons.) in Culinary Arts
5	B.A. (Hons.) in Hotel Management

2.15 Programme: Hotel Management and Catering Technology Level: Post Graduate

Sl. No.	Name of The Course
1	Food and Beverage Management
2	Hospitality and Tourism Administration
3	Master in Hotel Management and Catering Technology (MHMCT)
4	Hotel Management

2.16 Programme: Management Level: Diploma

Sl. No.	Name of The Course
1	Modern Office Management
2	Modern Office Management
3	Modern Office Management and Secretarial Practices
4	Modern Office Practice
5	Post Graduate Diploma in Management
6	Stenography and Secretariat Practice

2.17 Programme: Management Level: Post Diploma

Sl. No.	Name of The Course
1	Marketing and Sales Management
2	Post Graduate Diploma in Management

2.18 Programme: Management Level: Post Graduate

Sl. No.	Name of The Course
1	Advertising and Public Relation
2	Advertising Communication
3	B.A. (Hons.) Business Studies
4	Business Administration
5	Business Management
6	Business Studies
7	Communication and Media Technology
8	Entrepreneurship
9	Executive Fellow Programme in Management
10	Fellowship Programme in Management
11	Finance
12	Human Resource Management
13	International Business
14	Management (Logistics and Supply Chain Management)
15	Marketing and Finance
16	Marketing Management
17	Mass Communication
18	Master in Business Administration(Agribusiness Management/ Entrepreneurship)
19	Master in Business Administration (General Management)
20	Master in Hospital Administration
21	Master in Marketing Management
22	Master in Public Health
23	Master in Administrative Management
24	Master in Business Administration
25	Master in Business Administration (Business Economics)
26	Master in Business Administration (Environment)
27	Master in Business Administration (Executive)
28	Master in Business Administration (Finance Management)
29	Master in Business Administration (Finance Marketing and Human Resource Management)
30	Master in Business Administration (Finance Marketing)
31	Master in Business Administration (Finance)
32	Master in Business Administration (Financial Administration)
33	Master in Business Administration (General Management)
34	Master in Business Administration (Human Resource Development)
35	Master in Business Administration (Human Resource Management)
36	Master in Business Administration (Information Management)
37	Master in Business Administration (Information Technology)
38	Master in Business Administration (International Business)
39	Master in Business Administration (Marketing and Finance)
40	Master in Business Administration (Marketing Management)
41	Master in Business Administration (Marketing)
42	Master in Business Administration (Personnel Administration)
43	Master in Business Administration (SEM)
44	Master in Business Administration (Textiles)
45	Master in Business Administration (Tourism Management)
46	Master in Business Management
47	Master in Financial and Personnel Management
48	Master in Financial Management
49	Master in Financial Marketing
50	Master in Human Resource Development and Management
51	Master in Human Resource Management
52	Master in Industrial Management
53	Master in Industrial Relations and Personnel Management
54	Master in Information Management
55	Master in Management
56	Master in Management Studies
57	Master in Marketing Management
58	Master in Personnel Management
59	Master of Applied Management
60	MCM (Master in Computer Management)
61	Media Management
62	Modern Office Management and Secretarial Practices
63	Post Graduate Diploma in Management

64	Post Graduate Diploma in Management (Logistics and Supply Chain Management)
65	Post Graduate Diploma in Management (Agriculture Business)
66	Post Graduate Diploma in Management (Banking and Financial Services)
67	Post Graduate Diploma in Management (Banking and Insurance Service)
68	Post Graduate Diploma in Management (Business Economics)
69	Post Graduate Diploma in Management (Business Management)
70	Post Graduate Diploma in Management (Communications)
71	Post Graduate Diploma in Management (Executive Fellowship)
72	Post Graduate Diploma in Management (Executive Marketing)
73	Post Graduate Diploma in Management (Executive)
74	Post Graduate Diploma in Management (Finance)
75	Post Graduate Diploma in Management (Financial Services)
76	Post Graduate Diploma in Management (General)
77	Post Graduate Diploma in Management (Healthcare and Hospital Management)
78	Post Graduate Diploma in Management (Hospital and Health Management)
79	Post Graduate Diploma in Management (Hospital Management)
80	Post Graduate Diploma in Management (Human Resources)
81	Post Graduate Diploma in Management (International Business)
82	Post Graduate Diploma in Management (Marketing and Finance)
83	Post Graduate Diploma in Management (Marketing)
84	Post Graduate Diploma in Management (Pharmaceutical Management)
85	Post Graduate Diploma in Management (Retail Management)
86	Post Graduate Diploma in Management (Rural Management)
87	Post Graduate Diploma in Management (Telecom Management)
88	Post Graduate Diploma in Management (Tourism Management)
89	Post Graduate Diploma in Retail Management
90	Retail Management
91	Rural Planning and Management

2.19 Programme: Management Level: Post Graduate Certificate

Sl. No.	Name of The Course
1	Entrepreneurship
2	Finance
3	Home Textiles
4	Master in Business Administration
5	Post Graduate Certificate in Management
6	Post Graduate Certificate in Management (Retail Management)
7	Post Graduate Diploma in Management
8	Post Graduate Diploma in Management (Executive)
9	Post Graduate Diploma in Management (Healthcare and Hospital Management)
10	Transport and Logistics Management

2.20 Programme: Management Level: Post Graduate Diploma

Sl. No.	Name of The Course
1	Accountancy With Computerized Account and Taxation
2	Advance Diploma in Dietetics
3	Advance Diploma in Travel and Tourism
4	Apparels
5	Aviation Management
6	Business Administration
7	Business Management
8	Commercial and Computer Practice
9	Communication and Media Technology
10	Management
11	Modern Office Management
12	Dual Country Program
13	Entrepreneurship
14	Fellowship Programme in Management
15	Finance
16	Finance and Marketing
17	Global Management
18	Government Accounting and Internal Audit
19	Human Resource and International Business
20	Industrial Management
21	Industrial Safety and Environmental Management
22	Information Technology and Marketing
23	Information Technology and Management
24	Infrastructure Management
25	International Business and Information Technology
26	International Business
27	Marketing and Sales Management
28	Marketing Management
29	Marketing and Information Technology
30	Marketing and International Business
31	Mass Communication
32	Master in Business Administration (Executive)
33	Master in Business Administration (Marketing)
34	Master in Financial and Personnel Management
35	Master in Management Studies
36	Master in Personnel Management
37	MCM (Master in Computer Management)
38	Media Management
39	Modern Office Management
40	Modern Office Management and Secretarial Practices
41	Modern Office Practice
42	Modern Office Practice (English)
43	Modern Office Practice (Hindi)
44	Personal Management and Human Resource Management
45	Jute Technology and Management
46	Business Entrepreneurship
47	Development Studies
48	Post Graduate Certificate in Management
49	Post Graduate Certificate in Management (Retail Management)
50	Foreign Trade
51	Post Graduate Diploma in Management
52	Post Graduate Diploma in Management (Logistics and Supply Chain Management)
53	Post Graduate Diploma in Management (Agriculture Business and Management)
54	Post Graduate Diploma in Management (Agriculture Business)

55	Post Graduate Diploma in Management (Banking and Financial Services)
56	Post Graduate Diploma in Management (Banking and Insurance Service)
57	Post Graduate Diploma in Management (Banking Insurance and Financial Service)
58	Post Graduate Diploma in Management (Banking Insurance Finance and Allied Services)
59	Post Graduate Diploma in Management (Biotechnology)
60	Post Graduate Diploma in Management (Business Administration)
61	Post Graduate Diploma in Management (Business Design and Innovation)
62	Post Graduate Diploma in Management (Business Design)
63	Post Graduate Diploma in Management (Business Management)
64	Post Graduate Diploma in Management (Communications)
65	Post Graduate Diploma in Management (E-Business)
66	Post Graduate Diploma in Management (Energy Management)
67	Post Graduate Diploma in Management (Executive Fellowship)
68	Post Graduate Diploma in Management (Executive Marketing)
69	Post Graduate Diploma in Management (Executive)
70	Post Graduate Diploma in Management (Family Managed Business)
71	Post Graduate Diploma in Management (Fashion Retail Management)
72	Post Graduate Diploma in Management (Finance Control)
73	Post Graduate Diploma in Management (Finance Management)
74	Post Graduate Diploma in Management (Finance Marketing)
75	Post Graduate Diploma in Management (Finance)
77	Post Graduate Diploma in Management (Financial Services)
78	Post Graduate Diploma in Management (General)
79	Post Graduate Diploma in Management (Global Business)
80	Post Graduate Diploma in Management (Healthcare and Hospital Management)
81	Post Graduate Diploma in Management (Healthcare)
82	Post Graduate Diploma in Management (Hospital and Health Management)
83	Post Graduate Diploma in Management (Hospital Management)
84	Post Graduate Diploma in Management (Human Resource Management)
85	Post Graduate Diploma in Management (Human Resources)
86	Post Graduate Diploma in Management (Information Technology Management)
87	Post Graduate Diploma in Management (Information Technology)
88	Post Graduate Diploma in Management (Infrastructure Management)
89	Post Graduate Diploma in Management (Insurance Business Management)
90	Post Graduate Diploma in Management (Insurance and Risk Management)
91	Post Graduate Diploma in Management (International Business)
92	Post Graduate Diploma in Management (International Management)
93	Post Graduate Diploma in Management (Marketing and Finance)
94	Post Graduate Diploma in Management (Marketing Management)
95	Post Graduate Diploma in Management (Marketing)
96	Post Graduate Diploma in Management (National Management Programme)
97	Post Graduate Diploma in Management (Pharma and Healthcare Management)
98	Post Graduate Diploma in Management (Pharmaceutical Management)
99	Post Graduate Diploma in Management (PM and HRD)
100	Post Graduate Diploma in Management (Public Policy and Management)
101	Post Graduate Diploma in Management (Retail Management)
102	Post Graduate Diploma in Management (Retail Marketing)
103	Post Graduate Diploma in Management (Rural Management)
104	Post Graduate Diploma in Management (Service Management)
105	Post Graduate Diploma in Management (Services)
106	Post Graduate Diploma in Management (Sustainable Development Practices)
107	Post Graduate Diploma in Management (Telecom and Marketing)
108	Post Graduate Diploma in Management (Telecom Management)
109	Post Graduate Diploma in Management (Telecom)
110	Post Graduate Diploma in Management (Tourism and Cargo)
111	Post Graduate Diploma in Management (Tourism and Leisure)
112	Post Graduate Diploma in Management (Tourism and Travel)
113	Post Graduate Diploma in Management (Tourism Management)
114	Post Graduate Diploma in Management (Transportation and Logistics)
115	Post Graduate Diploma in Management (Advertising Communication)
116	Post Graduate Diploma in Management Research and Business Analytics
117	Post Graduate Diploma in Management (Fin-Mkt)
118	Post Graduate Diploma in Retail Management
119	Post Graduate Diploma in Tourism Management
120	Project Management
121	Public Financial Management
122	Retail and Fast Moving Consumer Goods
123	Retail Management
124	Rural Planning and Management
125	Services and It Enabled Services
126	Telecom and Information Technology
127	Textiles

2.21 Programme: Management Level: Fellowship

Sl. No.	Name of The Course
1	Business Management
2	Executive Fellow Programme in Management
3	Fellowship Programme in Management
4	Human Resource Management

2.22 Programme: MCA Level: Post Graduate

Sl. No.	Name of The Course
1	Computer Applications
2	Master of Computer Applications

2.23 Programme: Pharmacy Level: Diploma

Sl. No.	Name of The Course
1	Pharmacy

2.24 Programme: Pharmacy Level: Under Graduate

Sl. No.	Name of The Course
1	Pharma Technology
2	Pharmaceutical Chemistry
3	Pharmaceutical Science
4	Pharmaceutical Technology
5	Pharmacy

2.25 Programme: Pharmacy Level: Post Graduate

Sl. No.	Name of The Course
1	Biopharmaceutics
2	Bulk Drug Technology
3	Clinical and Hospital Pharmacy
4	Clinical Pharmacy
5	Drug Discovery and Drug Development
6	Drug Regulatory Affairs
7	Hospital and Clinical Pharmacy
8	Industrial Pharmacy
11	Medical Chemistry
12	Medical Pharmaceutical Chemistry
13	New Drug Delivery System
14	Pharma Technology
15	Pharmaceutical Administration
16	Pharmaceutical Analysis
17	Pharmaceutical Analysis and Quality Assurance
18	Pharmaceutical Analysis and Quality Control
19	Pharmaceutical Assurance
20	Pharmaceutical Biotechnology
21	Pharmaceutical Chemistry
22	Pharmaceutical Management
23	Pharmaceutical Management and Regulatory Affairs
24	Pharmaceutical Marketing
25	Pharmaceutical Marketing Management
26	Pharmaceutical Quality Assurance
27	Pharmaceutical Science
28	Pharmaceutical Technology
29	Pharmaceutics
30	Pharmaceutics (Drug Regulatory Affairs)
31	Pharmaceutics Chemistry
32	Pharmacognosy
33	Pharmacognosy and Phytochemistry
34	Pharmacognosy Herbal Drugs
35	Pharmacology
36	Pharmacology and Toxicology
37	Pharmacy
38	Pharmacy (Clinical Research)
39	Pharmacy (Herbal Drug Technology)
40	Pharmacy (Quality Assurance Techniques)
41	Pharmacy (Quality Assurance)
42	Pharmacy Management
43	Pharmacy Practice
44	Pharmacy Practice and Clinical Pharmacy
45	Phytopharmacy and Phytomedicine
46	Quality Assurance
47	Quality Assurance and Pharm Regulatory Affairs
48	Quality Assurance Techniques
49	Regulatory Affairs

Appendix 3

3.0 Norms for Intake and Number of Courses/ Divisions in the Technical Institutions

3.1 Diploma/ Post Diploma Level

Sl. No.	Programme	Intake per Division	Maximum number of Diploma/ Post Diploma Courses and or divisions allowed in the new Institution (Single Shift working only)	
			Division(s)	Intake
i	Engineering and Technology	60	5	300
ii	Pharmacy	50	1	50
iii	Architecture and Town Planning			
	a. Architecture b. Town Planning	40 40	2 2	80 80
iv	Applied Arts and Crafts	60	3	180
v	HMCT	60	3	180

3.2 Under Graduate Level

Sl. No.	Programme	Intake per Division	Maximum number of UG Courses and/ or divisions allowed in the new Institution (Single Shift working)	
			Division(s)	Intake
i	Engineering and Technology	60	5	300
ii	Pharmacy	50	2	100
iii	Architecture and Town Planning			
	a. Architecture b. Town Planning	40 40	2 2	80 80
iv	Applied Arts and Crafts	60	3	180
v	HMCT	60	3	180

3.3 Post Graduate Degree and Post Graduate Diploma Level

Sl. No.	Programme	Intake per Division without Collaboration and Twinning Programme	PG divisions (Specialization) without Collaboration and Twinning Programme	Total without Collaboration and Twinning Programme	Intake per Division with Collaboration and Twinning Programme
i	MCA	60	3	180	60
ii	Management	60	3	180	60
iii	Engineering and Technology	30*	1	30	30

iv	Pharmacy	15**	1	15	15
v	Architecture and Town Planning				
	a. Architecture b. Town Planning	20 20	3 3	60 60	20 20
vi	Applied Arts and Crafts	30	3	90	30
vii	HMCT	30	3	90	30

* Minimum of 18 seats in steps of 6 up to maximum 30

** Minimum of 6 seats in steps of 3 up to a maximum of 15

3.4 Private Limited or Public Limited Company/ Industry Establishing Diploma/ Under Graduate/ Post Graduate Institution

Sl. No.	Programme	Intake per Division	Maximum number of UG/ Diploma Courses and/ or divisions allowed in the new Institution (Single Shift working)			
			UG	Intake	Diploma/ PGDM	Intake
i	Engineering and Technology	60	5	300	5	300
ii	Management	60	-	-	3	180
iii	Architecture and Town Planning					
	a. Architecture b. Town Planning	40 40	2 2	80 80	2 -	80 -
iv	Pharmacy	50 (UG) 50 (Diploma)	1	50	1	50
v	Applied Arts and Crafts	60	3	180	3	180
vi	HMCT	60	3	180	3	180

a New Technical Institution in Engineering and Technology, Pharmacy, Architecture, Planning, and HMCT established by a Private Limited or Public Limited Company/ Industry having turnover of at least 100 Crore per year for previous 3 years shall be eligible for application and granted approval for Intake as above following due procedure as per Approval Process Handbook.

b The Institution set up by such a Private Limited or Public Limited Company/ Industry shall be governed by the rules as in Chapter I.

c Private Limited or Public Limited Company/ Industry Establishing Diploma or Under Graduate or Post Graduate Institution shall choose any Course from the approved list of any size as Intake not exceeding maximum as above and in any combination in the same Programme.

d The infrastructure/ norms/ faculty/ facilities requirement in this case shall proportionately increase as per Intake.

Appendix 4

4.0 Norms for Land requirement and Built-up Area for Technical Institution

4.1 Land Requirements for Technical Institutions

Programme	Land Area requirement in Acres								
	UG Programmes			Diploma/ Post Diploma			Standalone Post Graduate Programmes (MBA/ MCA/ Post Graduate Diploma)		
	Mega and Metro *	Urban	Rural	Mega and Metro *	Urban	Rural	Mega and Metro *	Urban	Rural
Engineering and Technology	1.5 $	2.5 #	7.5	1.5 $	1.5	4.0	-	-	-
Pharmacy	0.75	0.75	2.0	0.75	0.75	2.0	-	-	-
Architecture and Town Planning									
a. Architecture b. Town Planning	1.0 1.0	1.0 1.0	2.5 2.5	1.0 1.0	1.0 1.0	2.5 2.5	- -	- -	- -
Applied Arts and Crafts	0.5	0.5	1.5	0.5	0.5	1.5	-	-	-
HMCT	1.0	1.0	2.5	1.0	1.0	2.5	-	-	-
MCA	-	-	-	-	-	-	0.5	0.5	1.0
Management	-	-	-	-	-	-	0.5	0.5	1.0

***… Mega and Metro Cities: Greater Mumbai (UA), Delhi (UA) and Kolkata (UA), Chennai (UA) Bangalore (UA), Hyderabad (UA), Ahmedabad (UA), Pune (UA), Surat (UA) as per the Census of India 2011.**

Competent Authority has to certify that the place is located in Mega and Metro, Urban and Rural areas.

$ The land area required in the Mega and Metro cities shall be calculated on the basis of the requirements as per AICTE norms for carpet area and the Municipal Corporation byelaws, subject to a minimum of 1.5 acres. However, the total built-up area is to be calculated for the entire duration of the Course with mandatory prior sanctions and approvals from Competent Authority for the entire proposal.

 # Land area required in Urban shall be 2.5 acres which can be in a maximum of TWO plots. The academic, instructional, administrative and amenities area shall be in one plot not less than 1.5 acres. The distance between the plots shall not exceed 2.0 km. The remaining land shall only

be utilized for sporting infrastructure/ Hostel/ Staff accommodation and related educational activities of the Institution.

Considering hilly nature of land in North Eastern States and the hilly regions of States like Himachal Pradesh, Uttarakhand and Jammu and Kashmir, land shall be made available in 3 pieces which are not away from each other by more than 2 Km

Note:

a. Starting other educational Courses/ Institutions (Technical/ Non-Technical) in the surplus land arising out of prevailing/ reduced norms of land requirement is permissible. Further such surplus land can be used as per the land use Certificate given to the Trust/ Society/ Company by the concerned authority subject to such Courses/ institutions having their own facilities to conduct such Programmes without sharing the essential facilities, such as class room, laboratory etc. with the already approved Technical Institution. However, Common amenities such as Canteen, Auditorium, Playground, Parking, etc. may be shared provided it caters to all the students of all the Programmes.

b. Diploma and Degree Pharmacy Programmes shall be permitted to run in the same Institution, provided the requirement of the land and built-up area of each Programmes are met.

c. For an Institution established prior to 1994, the land requirement should be fulfilled as per the norms existed thereon for the Programmes/ Courses/ divisions applied. In case of any deviation from those norms, the institution has to adhere to the existing norms at the time of seeking Extension of Approval.

d. For an Institution established after 1994, the land requirement should be fulfilled as per the AICTE norms existing at the time of establishment of the Institution for the Programmes/ Courses/ divisions applied thereon. In case of any deviation from those norms, the institution has to adhere to the existing norms at the time of seeking Extension of Approval.

e. If the Institution (c or d) had been given approval for more Programmes/ Courses/ divisions later, the land requirements as per the corresponding AICTE norms should be fulfilled. Annexure 7 gives Land Requirements as per AICTE norms during the previous years.

4.2 Minimum Built-up Area Requirements

Although the Institution shall be applying for the first year, the proposal for the Building(s) and the plans are required to be submitted as under:

a Institution is required to submit the approved and sanctioned Building Plans from the Competent Authority considering the Total built-up area as required to run the Programme and the Divisions/ Departments for the entire duration of the Course.

b Institution is required to submit an Occupancy/ Completion Certificate (as applicable) from the Competent Authority clearly stating that the Building(s) is/ are fully developed and ready in all respects for the intended use considering the Total Area as required to run the Programme and the Divisions/ Departments for the First year of the Course. Partial Occupancy Certificate for conducting First year classes is mandatory.

c The Institution area is divided in, Instructional area (INA, carpet area in m^2), Administrative area (ADA, carpet area in m^2), Amenities area (AMA, carpet area in m^2).

d Access and Circulation Area (ACA) around 25% of built-up Area.

e Total Built-up area in m^2 is equal to (INA+ADA+AMA) + (ACA).

f For PG Programmes, administrative area of UG Programmes may be shared.

g Research Laboratory shall be provided with an area of 120 m^2 for each Institution offering PG Programmes.

4.2.1 Instructional Area (Carpet Area) in m^2

A. Engineering/ Technology (Degree Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D) PG Class rooms (H)	Laboratory Excluding additional WS/ Labs for category "X" Courses)	Work Shop (for all Courses)	Additional WS/ Labs for Category "X" Courses	Computer Centre	Drawing Hall	Library and Reading Room	Seminar Halls
Carpet Area in m^2 per room			66	33	66	200	200	150	132	400	132
Number of rooms required for new Institution	A= 0.75* ND	4	C=A	D=C/ 4	2/ Course	1	-	1	1	1	1
Total Number of rooms (UG)	A= 0.75* ND	4	C=Ax4	D=C/ 4	8 / Course#	1	2/ Course (Maximum 4)	1	1	1	1/ Two Course
Total Number of rooms (PG)	F	2	-	H=1/ Specialisation	1/ Specialisation						1/ Course

1 Category X of Courses: Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and allied Courses of each.

2 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively to achieve total number as stated.

3 Additional Library (Reading room) area of 50 m^2/ per 60 student (UG+PG) Intake beyond 420.

4 UG laboratories if shared for PG Courses shall be upgraded to meet requirements of PG curriculum.

5 Progressive requirement, 2nd year onwards shall be calculated as 2+2+2 labs/ Course.

6 Additional 4 Labs/ Course when number of divisions are more than 2/ Course.

7 Round off fraction in calculation to the next integer.

8 For PG Programmes, Seminar Hall of respective UG Programme may be shared.

9 Laboratories for the 1st year includes Physics and Chemistry Laboratory each of 66 m^2 are required.

B. Engineering and Technology (Diploma and Post Diploma Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Laboratory Excluding–additional WS/ Laboratories for category "X" Courses)	Work Shop (for all Courses)	Additional WS/ Laboratories for Category "X"	Computer Centre	Drawing Hall	Library and Reading Room	Seminar Halls
Carpet Area in m^2 per room			66	33	66	200	200	100	132	300	132
Number of rooms required for new Institution	A=0.75* ND	Y	C=A	D=C/ 4	2/ Course	1	-	1	1	1	-
Total Number of rooms	A=0.75* ND	Y	C=Ax Y	D=C/ 4	5/ Course#	1	2/ Course (Maximum 4)	1	1	1	1

1 Category X of Courses: Mechanical, Production, Civil, Electrical, Chemical, Textile, Marine, Aeronautical and allied Courses of each.

2 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively to achieve total number as stated.

3 Additional Library (Reading room) area of 50 m^2/ 60 student (UG+PG) Intake beyond 420.

4 Progressive requirement, 2nd year onwards shall be calculated as 2+1 Laboratories/ Course.

5 Round off fraction in calculation to the next integer.

6 Laboratories for the 1st year includes Physics and Chemistry Laboratory each of 66 m^2 are required.

C. Pharmacy (Degree Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D) PG Class rooms (H)	Laboratory (includes Machine room and Instrumentation room)	Computer Centre	Library and Reading Room	Seminar Hall
Carpet Area in m^2 per room			66	33	75	75	150	132
Number of rooms required for new Institution	A=0.75* ND	4	C=A	D=C/ 4	4	1	1	1
Total Number of rooms (UG)	A=0.75* ND	4	C=Ax 4	D=C/ 4	10	1	1	1
Total Number of rooms (PG)	F	2	-	H=1/ Special ization	1/ Specialization			

1 Laboratories include Machine room and Instrumentation room

2 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (2+2+2) to achieve total number as stated.

3 UG Laboratories if shared for PG Courses shall be upgraded to meet requirements of PG curriculum.

4 Round off fraction in calculation to the next integer.

5 ONLY PG Specialization requiring and using Laboratory animals should have separate animal house.

D. Pharmacy (Diploma/ Post Diploma Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Laboratory (includes Machine room and Instrumentation room)	Computer Centre	Library and Reading Room	Seminar Hall
Carpet Area in m^2 per room			66	33	75	75	150	132
Number of rooms required for new Institution	A=0.75*ND	Y	C=A	D=C/ 4	4	1	1	-
Total Number of rooms	A=0.75*ND	Y	C=AxY	D=C/ 4	7	1	1	1

1 Laboratories include Machine room and Instrumentation room

2 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively 3 to achieve total number as stated.

E. Architecture (Degree Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	PG Class rooms (H)	PG Studio	Model making and Carpentry Workshop	UG Studio/ Material Museum	Computer Centre	Library and Reading Room	Seminar Halls
Carpet Area in m^2 per room			66	33	66	132	132	75	150	132
Number of rooms required for new Institution	A=0.75 *ND	5	C=A	-	-	1	1	1	1	1
Total Number of rooms (UG)	A=0.75 *ND	5	C=A x5	-	-	1	5	1	1	1
Total Number of rooms (PG)	F	2	-	1/ Specialis ation	1/ Specialisatio n					

1 Classrooms (1+1+1+1), Laboratories (1+1+1) and Studio (1+1+1+1) required for subsequent years shall be added progressively to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum.

2 Round off fraction in calculation to the next integer.

3 Construction yard (Open Space) of minimum 200 m^2 is required.

F. Planning (Degree Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	PG Class rooms (H)	PG Studio	Model making and Carpentry Workshop	UG Studio/ Material Museum	Computer Centre	Library and Reading Room	Seminar Halls
Carpet Area in m^2 per room			66	33	66	132	132	75	150	132
Number of rooms required for new Institution	A=0.75 *ND	4	C=A	-	-	1	1	1	1	1
Total Number of rooms (UG)	A=0.75 *ND	4	C=A x5	-	-	1	5	1	1	1
Total Number of rooms (PG)	F	2	-	1/ Specialisation	1/ Specialisation					

1 Classrooms (1+1+1), Laboratories (1+1) and Studio (1+1+1) required for subsequent years shall be added progressively to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum.

2 Round off fraction in calculation to the next integer.

3 Construction yard (Open Space) of minimum 200 m^2 is required.

G. Architecture/ Planning (Diploma/ Post Diploma Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Laboratory including Computer Laboratory	Model making and Carpentry Workshop	Studio/ Material Museum	Computer Centre	Library and Reading Room	Seminar Halls
Carpet Area in m^2 per room			66	33	66	200	132	75	150	132
Number of rooms required for new Institution	A=0.75*ND	Y	C=A	D=A/ 4	1	1	1	1	1	-
Total Number of rooms	A=0.75*ND	Y	C=AxY	D=C/ 4	5	1	5	1	1	1

1 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (1+1+1+1) to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum.

2 Round off fraction in calculation to the next integer.

H. Applied Arts and Crafts (Degree Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D) PG Class rooms (H)	Laboratory including Photography and Computer Laboratory	Work shop	Studio/ Display Room	Computer Centre	Library and Reading Room	Seminar Halls
Carpet Area in m^2 per room			66	33	66	200	132	75	150	132
Number of rooms required for new Institution	A=0.75 *ND	4	C=A	D=A/ 4	1	1	1	1	1	1
Total Number of rooms (UG)	A=0.75 *ND	4	C=A x5	D=C/ 4	3	1	1	1	1	1
Total Number of rooms (PG)	F	G	-	H=1/ Specialization	1/ Specialisation					

1 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (1+1+1) to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum.

2 Round off fraction in calculation to the next integer.

I. Applied Arts and Crafts (Diploma/ Post Diploma Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Laboratory including Photography and Computer Laboratory	Work shop	Studio/ Display Room	Computer Centre	Library and Reading Room	Seminar Halls
Carpet Area in m^2 per room			66	33	66	200	132	75	150	132
Number of rooms required for new Institution	A=0.75*ND	Y	C=A	D=A/ 4	1	1	1	1	1	-
Total Number of rooms	A=0.75*ND	Y	C=AxY	D=C/ 4	3	1	1	1	1	1

1 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (1+1+1) to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum.

2 Round off fraction in calculation to the next integer

J. Hotel Management and Catering Technology (Degree Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D) PG Class rooms (H)	Laboratory/ Guest Room	Kitchen	Restaurant	Computer Centre	Library and Reading Room	Seminar Hall
Carpet Area in m^2 per room			66	33	66	132	66	75	150	132
Number of rooms required for new Institution	A=0.75* ND	4	C=A	D=C/ 4	3	1	1	1	1	1
Total Number of rooms (UG)	A=0.75* ND	4	C=A x4	D=C/ 4	10	2	2	1	1	1
Total Number of rooms (PG)	F	G	-	H=1/ Specialization	1/ Specialisation	1/ Specialisation				

1 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (3+2+2) to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum

2 Round off fraction in calculation to the next integer.

K. Hotel Management and Catering Technology (Diploma/ Post Diploma Institution)

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Laboratory/ Guest Room	Kitchen	Restaurant	Computer Centre	Library and Reading Room	Seminar Hall
Carpet Area in m^2 per room			66	33	66	132	66	75	150	132
Number of rooms required for new Institution	A=0.75* ND	Y	C=A	D=C/ 4	3	1	1	1	1	-
Total Number of rooms	A=0.75* ND	Y	C=A xY	D=C/ 4	6	1	1	1	1	1

1 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (3+3) to achieve total number as stated. UG Laboratories, if shared for PG Courses, shall be upgraded to meet requirements of PG curriculum

2 Round off fraction in calculation to the next integer.

L. Management

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Computer Centre	Library and Reading Room	Seminar Halls (E)
Carpet Area in m^2 per room			66	33	150	100	132
Number of rooms required for new Institution	A=0.75*ND	Y	C=A	D=C/ 4	1	1	1
Total Number of rooms	A=0.75*ND	Y	C=AxY	D=C/ 4	1	1	E=C/ 4

1 Classrooms and Tutorial rooms required for subsequent years shall be added progressively to achieve total number as stated.

2 Round off fraction in calculation to the next integer.

M. MCA

	Number of Divisions (ND)	Duration of Course in years	Class Rooms (C)	Tutorial Rooms (D)	Computer Laboratories	Computer Centre	Library and Reading Room	Seminar Halls (E)
Carpet Area in m^2 per room			66	33	66	150	100	132
Number of rooms required for new Institution	A=0.75*ND	3	C=A	D=C/ 4	2	1	1	1
Total Number of rooms	A=0.75*ND	3	C=Ax3	D=C/ 4	4	1	1	E=C/ 4

1 Classrooms, Tutorial rooms and Laboratories required for subsequent years shall be added progressively (1+1) to achieve total number as stated.

2 Round off fraction in calculation to the next integer.

4.2.2 Administrative Area (Carpet Area) in m^2

	Principal/ Director Office	Board Room	Office all inclusive	Department Offices	Cabins for Head of Departments	Faculty Rooms	Central Stores	Maintenance	Housekeeping	Pantry for staff/Faculty Common Room	Examinations Control Office	Training and Placement Office
Carpet Area in m^2 per room	20	20	150* 300$	20	10	5	30	10	10	10	30	50
Number of rooms required for New Technical Institution	1	1	1	-	-	First year Student Intake/ 15	1	1	1	1	1	-
Total Number of rooms	1	1	1	1/ Dept	1/ Dept	One per teaching faculty (as per norms) in the Institution	1	1	1	1	1	1

1 $Technical Campus having more than one Programme

2 * Technical Institution having one Programme

4.2.3 Amenities Area (Carpet Area) in m²

	Toilets (Ladies and Gents)	Boys Common Room	Girls Common Room	Cafeteria	Stationery Store and Reprography	First Aid cum Sick room	Principal 's quarter	Guest House	Sports Club/ Gymnasium	Auditorium/ Amphi Theater	Boys Hostel	Girls Hostel
Carpet Area in m² per room for Technical Campus having more than one Programme	350*	100	100	150	10	10	150	30	200	400	Adequate	Adequate
Carpet Area in m² per room for Technical Campus having one Programme	150$	75	75	150	10	10	150	30	100	250		
Number of rooms required for New Technical Institution	Adequate	1	1	1	1	1	-	-	-	-	-	-
Total Number of rooms	Adequate	1	1	1	1	1	Desired	Desired	Desired	Desired	Desired	Desired

1 *Estimated total area for Technical Campus having more than one Programme

2 $Estimated total area for Technical Campus having one Programme

4.2.4 Circulation Area in m²

Access and Circulation area (ACA) of 25% of sum of Instructional, Administrative and Amenities area is desired covering common walk ways, staircases, entrance lobby.

Appendix 5

5.0 Norms for Books, Journals, Library facilities, Computer, Software, Internet, Printers and Laboratory Equipment for Technical Institution

5.1 Computers, Software, Internet and Printers

		Number of PCs/ Laptops to students ratio (Min 20 PCs)	Legal System Software@	Legal Application Software	LAN and Internet	Mail Server and Client	Printers including Color Printer (% of total number of PCs/ Laptops)
Engineering/ Technology	Dip	1:6	03	20	All	Desired	5%
	UG	1:6					
	PG	1:4					
Pharmacy	Dip	1:8	01	10	All	Desired	5%
	UG	1:8					
	PG	1:6					
Architecture and Town Planning							
a. Architecture	Dip	1:6	01	10	All	Desired	5%*
	UG	1:6					
	PG	1:4					
b. Town Planning	Dip	1:6	01	10	All	Desired	5%*
	UG	1:6					
	PG	1:4					
Applied Arts and Crafts	Dip	1:6	01	10	All	Desired	5%
	UG	1:6					
	PG	1:4					
HMCT	Dip	1:6	01	10	All	Desired	5%
	UG	1:6					
Management	PG	1:6	01	10	All	Desired	5%
MCA	PG	1:4	03	20	All	Desired	5%

*At least one printer to be A1 sized Color Printer/ Plotter

Internet speed required for the Institution

Approved Intake	Internet speed
up to 300	16 Mbps
301 – 600	32 Mbps
601 – 900	48 Mbps
901 – 1500	64 Mbps
> 1500	100 Mbps

At least 2Mbps internet speed/ per student shall be made available for viewing e-content from NPTEL/ SWAYAM etc.

At least 4Mbps Wi-Fi connectivity at 4 or 5 hotspots shall be made available.

a Utilization of Open Source Software shall be encouraged

b Secured Wi-Fi facility is highly recommended

c Purchase of most recent hardware is desired.

d Library, Administrative offices and Faculty members shall be provided with exclusive computing facilities along with LAN and Internet. This shall be considered as over and above the requirement meant for PCs to student's ratio.

e @Adequate number of software licenses is required

f Central Xeroxing facility for students is preferred

g PC shall also include laptop in the inventory of the Institution

h Every department shall have separate computer Laboratory with at least 20 computers. A centralized computer Laboratory with at least 100 computers.

5.2	**Laboratory Equipment and Experiments**
The Laboratories shall have equipment as appropriate for experiments as stated/ suitable for the requirements of the Affiliating University/ Board's curriculum. It is desired that number of experimental set-up be so arranged that maximum four students shall work on one set.	

5.3 Books, Journals and Library facilities

Programme	Total number of Divisions	Titles	Volumes	National Journals	International Journals	E Journals	Reading Room seating	Multimedia PCs for Digital Library/ internet Surfing located in reading room
		Number					% of total students	% of total students
Engineering and Technology(UG)	B	100#	500xB#	6xB#	Desirable	As per Appendix 10	15 % (Max 150)	1 % (Max 10)
		50 per* Course	250 per*Course					
Pharmacy(UG)	B	100#	500xB#	6xB#				
		50*	500xB*					
Architecture (UG)/ Planning (UG)	B	100#	400xB#	6xB#				
		50*	400xB*					
Applied Arts and Crafts(UG)	B	100#	500xB#	6xB#				
		50*	500xB*					
HMCT	B	100#	500xB#	6xB#				
		50*	500xB*					
MBA/ PGDM/ MCA (PG)	B	100#	500xB#	12xB#			25 % (Max 100)	
		50*	500xB*					

.4

Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts (PG)	B	50#	200#	5xB#				
		As$ Required	100$					
Diploma in Engineering/ Tech/ Pharmacy/ Architecture/ Planning Applied Arts and Crafts, HMCT	B	Half the number as required for UG Course in the same Program me	Half the number as required for UG Course in the same Programme	Half the number as required for UG Course in the same Program me	-	-	15 % (Max 150)	1 % (Max 10)

B=Number of divisions at 1st year (Shift 1+2) + Number of 2nd year direct divisions (Shift 1+2)

1#	Book titles and volumes required at the time of starting new Institution.
2	Total numbers of titles and volumes shall be increased in continuation till 15 years, which shall be the minimum stock of books. However, Institutions shall have to add annual increment of books as specified in Approval Process Handbook 2017-18.
3*	Annual increment.
4$	Component for additional Division/ Course.
5	It is desirable to procure the hard copy of International Journals. However subscription to National Journals as per Appendix 10 is essential. E-journals are recommended.
6	Journals and Books shall also include subjects of Science and Humanities.
7	Digital Library facility with multimedia facility is essential.
8	Reprographic facility in the library is essential.
9	Document scanning facility in the library is essential.
10	Library books/ non books classification as per standard classification methods is essential.
11	Availability of NPTEL facility at the library is essential.
12	Computerized indexing with bar coded/ RF tagged book handling is desired.
13	33% of total number of titles and volumes each can be in the form of e-books with intranet access.
14	Institution should be a member of National Digital Library.

Appendix 6

6.0 Norms for Essential and Desirable requirements for Technical Institution

1	Standalone Language Laboratory The Language Laboratory is used for language tutorials. These are attended by students who voluntarily opt for Remedial English classes. Lessons and exercises are recorded on a weekly basis so that the students are exposed to a variety of listening and speaking drills. This especially benefits students who are deficient in English and also aims at confidence-building for interviews and competitive examinations. The Language Laboratory sessions also include word games, quizzes, extemporary speaking, debates, skills etc. This Laboratory shall have 25 Computers for every 1000 students.	Essential
2	Potable Water supply and outlets for drinking water at strategic locations	Essential
3	Electric Supply	Essential
4	Sewage Disposal System	Essential
5	Telephone	Essential
6	Vehicle Parking	Essential
7	Institution web site with Mandatory Disclosure	Essential
8	Copies of AICTE approvals (LoA and EoA of subsequent years) obtained since inception of the Institution till date shall be placed in the web site of the Institution	Essential
9	Digital payment for all financial transactions as per MHRD directives	Essential
10	Compliance of the National Academic Depository (NAD) as per MHRD directives	Essential
11	Provision to watch MOOCS courses through Swayam	Essential
12	Implementation of Unnat Bharat Abhiyan	Essential
13	Display board within the premises as well as in the web site of the of Institution indicating the feedback facility of students and faculty available in the AICTE Web-Portal	Essential
14	Barrier Free Built Environment for disabled and elderly persons including availability of specially designed toilets for ladies and gents separately. Refer Design Manual for a Barrier Free Environment available in AICTE Web-Portal www.aicte-india.org Institution should provide appropriate facilities to take care of the physically challenged students and elderly persons. Every building should have at least one entrance accessible to the handicapped and shall be indicated by proper signage. This entrance shall be approached through a ramp together with the stepped entry. Refer guidelines and space standards for Barrier Free Built Environment for disabled and elderly persons by CPWD, Ministry of Urban Development, Government of India. Condition A: for Building up to 3 or 4 floors (for buildings of height <15 m) • Lift can be provided but not essential. • Ramp shall be finished with non-slip material to enter the building. Minimum width or ramp shall be 1800 mm. with maximum gradient 1:12, one way length of ramp shall not exceed 9.0 m having double handrail at a height of 800 and 900 mm on both sides extending 300 mm. beyond top and bottom of the ramp. Minimum gap from the adjacent wall to the hand rail shall be 50 mm.	Essential

	• All teaching-learning facilities for physically challenged people shall be provided in the ground floor itself. • Unisex toilets with all facilities specified by the National Building Code to be provided only in the ground floor of regular buildings. Condition B: If the building is a multi-storeyed building i.e. more than 4 floors • Lift must be provided with all provisions as per the National Building Code. • Unisex toilets with all facilities specified by the National Building Code are to be provided in every floor. • Special reserved car parking facilities are to be provided.	
15	Safety provisions including fire and other calamities (Refer Annexures 8 and 9)	Essential
16	Implementing Food Safety and Standards Act, 2006 in the Institution	Essential
17	General Insurance provided for assets against fire, burglary and other calamities	Essential
18	Road suitable for use by Motor vehicle- Motorized Road	Essential
19	General Notice Board and Departmental Notice Boards	Essential
20	First aid, Medical and Counselling Facilities	Essential
21	Appointment of Student Counsellor	Essential
22	Group Insurance to be provided for the employees	Essential
23	Insurance for students	Essential
24	Institution-Industry Cell	Essential
25	Applied for membership of National Digital Library	Essential
26	Establishment of Anti Ragging Committee (As per All India Council for Technical Education notified Regulation for prevention and prohibition of ragging in AICTE approved Technical Institutions vide No. 37-3/ Legal/ AICTE/ 2009 dated 01.07.2009)	Essential*
27	Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University. (As per All India Council for Technical Education (Establishment of Mechanism for Grievance Redressal) Regulations, 2012, F. No. 37-3/ Lega112012, dated 25.05.2012)	Essential*
28	Establishment of Internal Complaint Committee (ICC) (As per Section 4 All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016 vide No. F. AICTE/ WH/ 2016/ 01 dated 10th June, 2016.	Essential*
29	Establishment of Committee for SC/ ST (As per the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989, No. 33 of 1989, dated 11.09.1989)	Essential*

* **Appointment of Committees should be made before commencement of the session, however, an Affidavit to that effect need to be submitted by the new Institution at the time of inspection by EVC (Affidavit[4])**

1	Implementation of the schemes announced by MHRD	Desirable
2	Offering of Skill development Courses approved by the Council	Desirable
3	Participation in the National Institutional Ranking Framework (NIRF)	Desirable
4	Fabrication facility Laboratory (FABLAB)/ Tinkering Laboratory/ Innovation Laboratory	Desirable
5	Backup Electric Supply	Desirable

6	Rain Water Harvesting and installation of grid connected solar rooftops/ Power Systems	Desirable
7	Waste management and environment improvement measures to ensure a sustainable Green Campus	Desirable
8	Public announcement system at strategic locations for general announcements/ paging and announcements in emergency.	Desirable
9	Enterprise Resource Planning (ERP) Software for Student-Institution-Parent interaction	Desirable
10	Transport	Desirable
11	Post, Banking Facility/ ATM	Desirable
12	CCTV Security System	Desirable
13	LCD (or similar) projectors in classrooms	Desirable
14	Staff Quarters	Desirable
15	Display of Courses and "Approved Intake" in the Institution at the entrance of the Institution. Courses taken through duly recognized MOOCs shall be used as Supplementary Courses.	Desirable
16	Placement Cell	Desirable
17	Implementation of Startup Policy	Desirable
18	Intellectual Property Right Cell	Desirable

Appendix 7

7.0 Norms for Faculty requirements and Recommended Cadre Ratio for Technical Institution

7.1 Diploma/ Post Diploma Programme

	Faculty : Student based on Approved Intake*	Principal/ Director	Head of the Department	Lecturer	Total
		A	B	C	D = A+B+C
Engineering and Technology/ Pharmacy/ Architecture/ Planning/ Applied Arts and Crafts, HMCT	1:20	1	1per Department	(S/ 20) – (A+B)	S/20
*	Of which, a minimum of 80 % should be Regular/ full time faculty and the remaining shall be Adjunct Faculty/ Resource persons from industry as per Annexure 10.				
7.1 a	S = Sum of number of students as per "Approved Intake" at all years				

7.2 Under Graduate Programme

	Faculty : Student based on Approved Intake*	Principal/ Director	Professor	Associate Professor	Assistant Professor	Total
		A	B	C	D	A+B+C+D
Engineering and Technology	1:15	1	$\frac{S}{15\,xR}-1$	$\frac{S}{15\,xR}\times 2$	$\frac{S}{15\,xR}\times 6$	$\frac{S}{15}$
Pharmacy	1:15	1	$\frac{S}{15\,xR}-1$	$\frac{S}{15xR}\times 2$	$\frac{S}{15\,xR}\times 6$	$\frac{S}{15}$
Architecture and Town Planning						
a. Architecture	1:16	1	$\frac{S}{16xR}-1$	$(\frac{S}{16xR}\times 2)$	$(\frac{S}{16xR}\times 6)$	$\frac{S}{16}$
b. Town Planning	1:16	1	$\frac{S}{16\,xR}-1$	$(\frac{S}{16xR}\times 2)$	$(\frac{S}{16xR}\times 6)$	$\frac{S}{16}$
Applied Arts and Crafts	1:10	1	$\frac{S}{10xR}-1$	$\frac{S}{10xR}\times 2$	$\frac{S}{10xR}\times 6$	$\frac{S}{10}$

HMCT	1:15	1	$\frac{S}{15xR}-1$	$\frac{S}{15xR}\times 2$	$\frac{S}{15xR}\times 6$	$\frac{S}{15}$
* Of which, a minimum of 80 % should be Regular/ full time faculty and the remaining shall be Adjunct Faculty/ Resource persons from industry as per Annexure 10.						
S = Sum of number of students as per "Approved Intake" for all years, R = (1+2+6)						

7.3 Post Graduate Programme

	Faculty : Student based on Approved Intake$	Principal/ Director	Professor	Associate Professor	Assistant Professor	Total
		A	B	C	D	A+B+C+D
*Engineering and Technology	1:12	-	$\frac{S}{12\ xR}$	$\frac{S}{12\ xR}$	$\frac{S}{12\ xR}$	$\frac{S}{12}$
*Pharmacy	1:10	-	$\frac{S}{10\ xR}$	$\frac{S}{10\ xR}$	$\frac{S}{10\ xR}$	$\frac{S}{10}$
*Architecture and Town Planning						
a. Architecture	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
b. Town Planning	1:10	-	$\frac{S}{10\ xR}$	$\frac{S}{10\ xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*Applied Arts and Crafts	1:10	-	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10xR}$	$\frac{S}{10}$
*HMCT	1:12	-	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12xR}$	$\frac{S}{12}$
#MBA/ PGDM	1:15	1	$\frac{S}{15\ xR}-1$	$\frac{S}{15\ xR}\times 2$	$\frac{S}{15\ xR}\times 6$	$\frac{S}{15}$
#MCA	1:15	1	$\frac{S}{15\ xR}-1$	$\frac{S}{15\ xR}\times 2$	$\frac{S}{15xR}\times 6$	$\frac{S}{15}$

S = Sum of number of students as per "Approved Intake" for all years *R = (1+1+1), #R = (1+2+6)

$ Of which, a minimum of 80 % should be Regular/ full time faculty and the remaining shall be adjunct faculty/ resource persons from industry as per Annexure 10.

For every PG Programme, there should be at least one Professor with Ph.D. qualification

Recommended Cadre Ratio shall be 1:2:6 or better.

Appendix 8

8.0 Faculty Cadre and Qualifications

Faculty Cadre and Qualifications shall be as per :
All India Council for Technical Education, Pay Scales, Service Conditions and Qualifications for the Teachers and other Academic Staff in Technical Institutions (Degree) Regulations, 2010 and subsequent amendments/ new Regulations issued by AICTE from time to time.

All India Council for Technical Education Pay Scales, Service Conditions and Qualifications for the Teachers and other Academic Staff in Technical Institutions (Diploma) Regulations, 2010 and subsequent amendments/ new Regulations issued by AICTE from time to time.

Appendix 9

9.0 Norms for PGDM Programme

a All Post Graduate Diploma in Management (PGDM) Programmes shall be of duration not less than 20 months up to 24 months.

b All Post Graduate Certificate in Management (PGCM) Programmes shall be of duration more than 1 year, and less than 2 years.

c Executive PGDM Programme shall be of duration of 15/ 18 Months.

d Admission to all PGDM Courses and PGCM Courses shall be done through common entrance tests CAT/ MAT/ XAT/ ATMA/ GMAT/ CMAT and common entrance examinations (if any) conducted by the respective State Governments for all Institutions other than Minority Institutions.

e Weightages for Common entrance tests, Group discussion, Interview, Work experience and academic performance as suggested below shall be used for preparing merit list.

Sl. No.	Components	Weightage
1	Score in common entrance tests	50%
2	Group discussion	10-15%
3	Interview	15%
4	Work experience	5%
5	Academic performance in X Std., XII Std., Degree/ Post Graduate Degree, Sports/ Extra-Curricular activities, Academic diversity and gender diversity	15-20%

f The Institution shall inform the State Government and AICTE and clearly display on the Institution web site the eligibility criteria, selection procedure and the merit list of the students who have applied for the Programme. The selection of students shall be strictly on the basis of merit.

g The Admission to PGDM, PGDM (Executive) and PGCM shall not start before 1st April of the Academic Year. Institution may maintain a waiting list and admit candidates against the cancelled seats up to 15th August, 2017.

h In case of applications submitted by admitted students for withdrawal and refund of fee, PGDM Institutions shall allow it till 30th June every year, as per Refund policy in Clause 11 of Chapter IV of Approval Process Handbook.

i PGDM Institutions should comply with the National Academic Depositary (NAD) as per MHRD directives.

j Model Curriculum/ Syllabus for PGDM, PGDM (Executive) and PGCM shall be issued by the Council as a guideline and Institutions may adopt the same with suitable changes.

k Admission to PGDM Programmes shall be conducted by the respective Institution by transparently announcing the schedule as well as the tests through which admissions will be made.

l Rules for matters relating to examinations/ arbitration on matters of examinations shall be decided by the All India Board of Management, AICTE.

m The academic session shall normally be from July 1st to June 30th of the succeeding year.

Notwithstanding the above, the Institutions shall observe the following as per the interim order dated 17th March, 2011 read with order dated 26th July, 2011 and 10th July, 2012 passed by the Hon'ble Supreme Court of India in Writ Petition I No.89 of 2011and the interim order dated 1st March, 2012 passed by the Hon'ble Supreme Court of India in Writ Petition I No.92 of 2011, wherever applicable.

Appendix 10

10.0 Suggested Subscription of e-Journals

A. Subscription of e-journal packages for all engineering Institutions conducting UG/ PG Courses

Sl. No.	Publisher	Subject Areas
1	IEEE	Computer Engineering + Computer Science + Electrical and Electronics Engineering + Telecommunications and related disciplines
2	Springer Wiley-Blackwell	Electrical and Electronics and Computer Science Engineering Or Computer Science + Data System+ Telecommunication and related Discipline
3	ASME Springer Wiley-Blackwell	Mechanical Engineering Or Mechanical Engineering Or Mechanical, Electrical and Electronics Engineering
4	ASCE Wiley-Blackwell	Civil Engineering Or Civil Engineering
5	McGraw Hill	General Engineering and Reference
6	ELSEVIER	Engineering + Computer Science (Electrical + Electronics + Mechanical + Civil and Structural + Aerospace + Biomedical + Industrial and Manufacturing + Ocean Engineering + Computational Mechanics and Safety Risk, Reliability and Quality + Computer Network and Communications, Artificial Intelligence, Computer Science, Computational Theory and Mathematics, Computer Graphics and Computer – Aided Design, Information Systems, Control and System Engineering and Software
7	IETE (Institution of Electronics and Telecommunication Engineers)	General Engineering and Reference
8	ASTM DIGITAL LIBRARY (DL) ONLINE VERSION	Online dictionary of Engineering Science and Technology Electrical and Electronics Engineering Mechanical Engineering, Civil, Metallurgical, Petroleum, Instrumentation
9	J-GATE	J-GATE Engineering and Technology (JET) and any other similar service providers
10	DELNET	General Engineering and Reference
11	ISO	ISO JTC 1 Information Technology, Electronics and Telecommunications
12	IEI (Institution of Engineers India)	General Engineering and Reference

13	IET (Institution of Engineering and Technology)	General Engineering and Reference
14	**National Digital Library**	General Engineering and Reference

Note: As per the Courses offered by the Institutions relevant e-journals may be subscribed.

B. Subscription of e-journals for all Institutions conducting Programme in Management

Sl. No.	Publisher	Subject Areas
1	J-Gate	Management sciences
2	DELNET	General Engineering and Reference
3	IET	General Engineering and Reference
4	Gale Cengage Learning	Business and Company resource Centre + Gale business insight global
	RMIT Emerald	Informit business collection Or Emerald Management first database
5	EBSCO	Management
6	ProQuest	Management
7	**National Digital Library**	Management

Note: As per the Courses offered by the Institutions relevant e-journals may be subscribed.

C. Subscription of e-journals for all Pharmacy Institutions conducting Under Graduate/ Post Graduate Programme

Sl. No.	Publisher	Subject Areas
1	BENTHAM	Pharmacy
2	ELSEVIER	Pharmacy
3	**National Digital Library**	Pharmacy

D. Subscription of e-journals for all Architecture Institutions conducting Under Graduate/ Post Graduate Programme

Sl. No.	Publisher	Subject Areas
1	EBSCO	Architecture
2	Gale Cengage Learning	Architecture
3	**National Digital Library**	Architecture

E. Subscription of e-journals for all hotel management Institutions conducting Under Graduate/ Post Graduate Programme

Sl. No.	Publisher	Subject Areas
1	EBSCO	Hotel Management
2	Gale Cengage Learning	Hotel Management
3	**National Digital Library**	Hotel Management

Note: As per the Courses offered by the Institutions relevant e-journals may be subscribed.

Appendix 11

11.0 Format for Detailed Project Report (DPR) for establishment of a New Technical Institution

11.1 Preamble

This Chapter is expected to cover the genesis of the proposal with respect to the background of the technical education and industry scenario of the State where the proposed Institution is being located and the credentials of the Consultants, if any, engaged by the Promoters for preparation of the DPR

a Introduction

b Background of the Consultants

c Technical Education and Industry Scenario

11.2 The Promoting Body

This Chapter is expected to cover the status of the Promoting Body, its legal standing with respect to registration formalities, nature of the Body viz. Charitable Trust, Family Trust, Co-operative Society, Public Society etc., its activities since its inception with specific emphasis on its Social, Charitable, Educational activities along with a list of major activities undertaken to date, its mission and vision.

a Introduction to its Genesis including its Registration Status

b Details of its Promoters including their Background

c Activities of the Promoting Body including a listing of major educational promotion activities undertaken by it in the past

d Mission of the Promoting Body

e Vision of the Promoting Body

11.3 Objectives and Scope of the Proposed Institution

This Chapter is expected to cover the goal of the proposed Institution, Scope and Justification of its establishment in the light of the prevailing technical education and industry scenario in the State, availability of students for admission, particularly the number of students passing the qualifying examination viz., +2 Science in First Class and the number of seats already available in the particular Course (B.E./ B. Pharm./ B. Arch./ BHMCT/ MBA/ MCA etc.) in the State, and the genesis of the proposal with respect to the technical manpower requirement of the State, if available

a Objectives of the Institution

b General and Technical Education Scenario of the State

c Status at Entry Level

d Status of Technical Level manpower

e Industrial Scenario of the State

f Scope of the College vis-à-vis the Industrial Scenario and Educational Facilities already available in the State

11.4 Academic Programmes

This Chapter is expected to cover the basic Academic Philosophy of the Institution and to list the identified Programmes, targets, and various facilities

a Basic Academic Philosophy of the Institution

b Types of Programmes

c Identified Programmes

d Phase-wise Introduction of Programmes and Intake

e Target Date for Start of Academic Programmes

f Central Computing facility

g Central library

h Central Workshop

i Central Instrumentation Facility

j Affiliating Body

k Scholarships

11.5 In case of **PGDM Programmes**, comprehensive details in respect of admission procedure, Programme structure, curriculum outline and contents, evaluation system etc. should necessarily be submitted. PGDM Programmes shall be regulated as per Appendix 9

11.6 Salient Features of Academic Divisions

This Chapter is expected to give phase-wise details of the Academic Programmes/ Divisions that the Proposed Institution desires to set up in consonance with its Academic Philosophy including the Objectives, Areas of Focus, Detailed Analysis of Requirements of Faculty, Building Space, Equipment, etc. for each Academic Division

a Classification of Academic Divisions i.e. Departments, Centres, Schools, Central Academic Facilities

b Details of each Academic Department/ Centre, such as:

- Academic Objectives
- Areas of Focus
- Academic Programme
- Faculty Requirement and Phase-wise Recruitment
- Requirement of Laboratories, Space and Equipment (cost)
- Requirement of other Space like Class Rooms, Faculty Rooms, Departmental Office

11.7 Quality and Human Resource Development

This Chapter is expected to cover the Human Resource Developmental aspects of the proposed Institution including the Policies of the Management to promote excellence among Faculty and Staff, Strategies to attract and retain bright faculty and methodologies towards quality management and fostering of academic excellence

a Academic Values

b Recruitment, Strategies for Attracting and Retention of Faculty Personnel for Excellence, Promotional Avenues, Career Ladder

c Policies for Teaching and Non-teaching Staff Development

d Permanent and Contract Services for Teaching, Non-teaching and other support Personnel

e Total Quality Management

f Overall Teaching and Non-teaching Staff Requirements

11.8 Linkages in Technical Education

This Chapter is expected to elaborate the external linkages envisaged along with the strategies for promotion of R&D, Partnership with Industry, etc. for the wholesome growth of students as well as for contribution of the Institutions to Society at large

a Introduction

b Linkages with Industry

c Linkages with the Community

d Linkages with other Technical Institutions in the region

e Linkages with Institutions of excellence such as the IITs and IISc, Bangalore Linkages Abroad

f Linkages with R&D Laboratories

11.9 Governance, Academic and Administrative Management

This Chapter is expected to cover the basic Philosophy of Governance and Administrative Management including the structure of its Board of Governors (BOG), the organizational chart for operational management along with responsibilities vested at various levels of

Administrative hierarchy. It is expected that a well thought out method of Institutional Governance and Administration shall be the key to its growth and success

a Philosophy of Governance

b Board of Governors

c Organizational Structure and Chart for day-to-day Operations and Management

d Role and Responsibilities of Key Senior Positions

e Methods/ Style of Administration/ Management

11.10 Conceptual Master Plan for Main Campus Development

This Chapter is expected to cover the details of the Master Plan for Campus Development starting from the selection of site to the proposed land use pattern and the Phase-wise construction of various facilities/ utilities to the level of landscaping. Institutional aspects of development is expected to be taken up in consonance with the Master plan keeping in view various aspects of convenience, safety and utility of the facilities

a The Site

b Proposed Land Use Pattern

c Design Concept

d Buildings and Facilities in the Campus

e External Services

f Construction Systems and Materials

g Landscape Proposal

11.11 Requirement of Staff, Space, Equipment and their Cost

This Chapter is expected to make a consolidated estimate of Phase-wise requirements of the staff, building, equipment and their cost, along with strategies for the mobilization of funds required

a Introduction

b Faculty Requirements

c Non-teaching Staff Requirements

d Building Requirements: Area and Costs

e Estimated Cost of Equipment

f Phase-wise Financial Requirements

g Strategies for Financial Mobilization

11.12 Action Plan for Implementation

This Chapter is expected to cover the Activity Chart from the conceptual stage to final implementation, indicating a time-activity Chart for various activities, its constraints and implementation Strategy including financial out-lay

a Activity Chart

b Constraints

c Financial Outlay

d Strategy for Implementation

11.13 Executive Summary of the Detailed Project Report

This Chapter is expected to present a Summary of the DPR as per the following Format for ready reference

a Details about the Promoting Body

b Name and Address of the Promoting Body

c Date of Registration/ Establishment of the Promoting Body

d Nature of the Promoting Body

e Activities of the Promoting Body since inception

f Constitution of the Promoting Body

11.14 Faculty Data

Name	Academic Qualifications	Nature of Association with the Promoting Body	Experience in Academic Institutions (in years)		
	Technical	Non-Technical	Promotional	Management	Organizational

11.15 Proposed Institution

a Details about the Proposed Institution

b Development Plan for the Proposed Institution

c Vision of the Promoting Body

d Mission of the Promoting Body

11.16

a Give a bar chart indicating mobilization of funds for the proposed project at the time of establishment and for next 10 years at intervals of five years.

b Give a bar chart indicating the recruitment of faculty (separately for Lecturer, Assistant Professor, Associate Professor, Professor) for the proposed project at the time of establishment and for next 10 years at intervals of five years.

c Give a bar chart indicating creation of built-up area (separately for Instructional, Administrative and Amenities) for the proposed project at the time of establishment and for next 10 years at intervals of five years.

d Give a bar chart indicating investment on equipment and machinery for the proposed project at the time of establishment and for next 10 years at intervals of five years.

11.17 Total Project cost (at the time of establishment and next five years)

year	Courses/ Intake Proposed (I)	Built-up area/ Investment to be made (m^2/) (II)	Investment on Furniture and Accessories (in Lakh) (III)	Investment on Equipment/ Machinery (in Lakh) (IV)	Projected expenditure on Salary of Staff per annum (in Lakh) (V)	Investment on Library (in Lakh) (VI)	Total Project Cost (I to VI) and Preoperative Exp.) (in Lakh)

11.18 Details for mobilization/ source of funds (capital and recurring) (At the time of establishment and next five years) (in Lakh)

From Applicant	Donations	Grants from Government	Fee	Loan	Others

11.19 Recruitment of faculty (At the time of establishment and next five years)

Recruitment					
Year	Professor	Associate Professor	Asst. Professor	Lecturer	Total

11.20 Recruitment of non-teaching staff (at the time of establishment and next five years)

Year	Recruitment		Total
	Technical	Administrative	

11.21 Proposed structure of the governing body

Sl. No.	Trust/ Society/ Company Representative	Academic Background		Industry Rep.	Others
		Technical	Non-Technical		

11.22 Industry Linkages (at the time of establishment, and next five years)

DECLARATION

I/ We, on behalf of "....."hereby confirm that this Detailed Project Report has been prepared for its proposed Technical Institution under the name and style of "……".It is hereby confirmed that all the information furnished above is true to the best of my/ our knowledge and belief and if any information is found to be false, the proposal shall be rejected.

(Authorized Signatory of the applicant)

Place:

Name

Date:

Designation

Seal

Appendix 12

12.0 Prevention and Prohibition of Ragging

In view of the directions of the Honorable Supreme Court in SLP No. 24295 of 2006 dated 16-05-2007 and in Civil Appeal number 887 of 2009, dated 08-05-2009 to prohibit, prevent and eliminate the scourge of ragging, in exercise of the powers conferred under Section 23 read with Section 10 (b), (g), (p) and (g) of AICTE Act, 1987, the All India Council for Technical Education has notified Regulations for prevention and prohibition of ragging in AICTE approved Technical Institutions vide No. 37-3/ Legal/ AICTE/ 2009 dated 01.07.2009 available on AICTE Web-Portal *http:/ www.aicte-india.org/ anti.htm>download.* All AICTE approved Technical Institutions have to comply the provision made in the above Regulations. Any violation of above AICTE Regulations for prevention and prohibition of ragging, shall call for punitive action against erring Institutions as per provisions made in the above said Regulations.

The Institutions shall have to step up anti-ragging mechanism by way of adequate publicity through various mediums:

- Constitution of Anti-ragging Committee and Anti Ragging Squad;
- Setting up of Anti Ragging Cell;
- Installing CCTV cameras at vital points;
- Anti-ragging Workshops;
- Updating all websites with Nodal Officers complete details, alarm bells etc.;
- Regular interaction and counselling with the students;
- Identification of trouble-triggers;
- Mention of anti-ragging warning in the Institution's prospectus and information booklets/ brochures shall be ensured; and
- Surprise inspection of hostels, students accommodation, canteens, rest cum recreational rooms, toilets, bus-stands and any other measures which would augur well in preventing/ quelling ragging and any uncalled for behaviour/ incident shall be undertaken.

Students in distress due to ragging related incidents can call the National Anti-Ragging Helpline No. 1800-180-5522 (24x7 Toll Free) or e-mail: helpline@antiragging.in.

The Institution approved by AICTE may be requested to hold workshops and seminars on eradication of ragging in higher educational institutions. They may be requested to display Anti Ragging posters at all prominent places such as Admission Centre, Departments, Library, Canteen, Hostel, Common facilities etc. The size of posters should be 8x6 feet.

The Institution may be requested to submit online compliance of anti-ragging Regulations on curbing the menace of ragging in the Technical Institutions, 2009 at www.antiragging.in.

Institutions may be requested to make it compulsory for each student and every parent to submit an online undertaking every academic year at www.antiragging.in and www.amanmovement.org.

Further, the attention of all the Institutions may also be invited to the 3rd amendment in UGC Regulations dated 29th June, 2016 expanding the definition of ragging by including the following:

"(j) Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including

transgender), sexual orientation, appearance, nationality, regional origins, linguistic, identity, place of birth, place of residence or economic background".

Appendix 13

13.0 Structure of Various Committees

13.1 The General Council: Notified under AICTE Act, 1987

Composition	Quorum
S.O.1165(E).- in exercise of powers conferred by sub-section (1) and (4) of Section 3 of the All India Council for Technical Education Act, 1987 (52 of 1987), the General Council comprises of 51 members of which following 33 members have been nominated by MHRD. Chairman, AICTE is the Chairman of the Council Vice Chairman, AICTE is the Vice-Chairman of the Council Secretary, Department of Higher Education, MHRD, New Delhi Additional Secretary, Technical Education, Department of Higher Education, MHRD, New Delhi Prof. S.C. Saxena, The Chairman, Northern Regional Committee, AICTE Dr. R. Rudramoorthy, The Chairman, Southern Regional Committee, AICTE Dr. N.M. Kondap, The Chairman, Western Regional Committee, AICTE Prof. Sabyasachi Sen Gupta, The Chairman, Eastern Regional Committee, AICTE Prof. B. B. Ahuja, Chairman, All India Board of Vocational Education, AICTE Prof. Sathans, Chairman, All India Board of Technician Education, AICTE Prof. M. R. Ravi, Chairman, All India Board of Under Graduate Studies in Engineering and Technology, AICTE Prof. V. S. Sapkal, Chairman, All India Board of Post Graduate Education and Research in Engineering and Technology, AICTE Prof. Janat Shah, Chairman, All India Board of Management Studies, AICTE Joint Secretary & Financial Advisor (MHRD), New Delhi Secretary, Department of Science &Technology, New Delhi	1/ 3 members

Secretary (Education/Technical Education), Mizoram Secretary (Education/Technical Education), Nagaland Secretary (Education/Technical Education), Odisha Secretary (Education/Technical Education), Puducherry Secretary (Education/Technical Education), Punjab Secretary (Education/Technical Education), Rajasthan Secretary (Education/Technical Education), Sikkim Secretary (Education/Technical Education), Tamilnadu President, Association of Indian Universities, New Delhi Executive Secretary, Indian Society for Technical Education, New Delhi President, Pharmacy Council of India, New Delhi Vice President, Council of Architecture, New Delhi Director General, National Productivity Council, New Delhi The Chairman, University Grants Commission, New Delhi The Director, Institution of Applied Manpower Research, New Delhi The Director General, Indian Council of Agricultural Research, New Delhi The Director General, Council of Scientific and Industrial Research, New Delhi Member Secretary, AICTE - Member Secretary	

13.2 The Executive Committee: Notified under AICTE Act, 1987

Composition	Quorum
The Chairman, AICTE The Vice-Chairman, AICTE	1/ 3 members

Secretary to the GoI in Ministry of the Central Government dealing with Education (Ex-Officio) Two Chairmen of the Regional Committees Three Chairmen of the Board of Studies A member of the Council representing the Ministry of Finance of the Central Government. (Ex-Officio) (Four out of eight members of the Council representing the States and Union Territories on rotation) Four Members with expertise and distinction in areas relevant to Technical Education to be nominated by the Chairman of the Council The Chairman, UGC (Ex-Officio) The Director, IAMR (Ex-Officio) The Director, ICAR (Ex-Officio) Member Secretary, AICTE - Member Secretary	

13.3 Standing Appellate Committee

Composition	Quorum
A retired High Court Judge or an Educationist/ academician of eminence not below the level of Vice-Chancellor of a University (Retired or in position) or Director (Retired or in position) of IIT/ NIT/ IIM or Government Institution of National importance as Chairman	Chairman
One expert member not below the level of Associate Professor in the field of Technical Education from IITs or IIMs or Government or Government Aided Institution or Government Universities or Institutions of National Importance.	One Member
An Officer not below the rank of Deputy Director of the revenue department or an Architect registered with Council of Architecture or Professor of Civil Engineering or Professor of Town Planning or expert who is well versed with land and revenue matters to be nominated by the Chairman, AICTE	One Member
An Officer in the Approval Bureau, AICTE, not below the rank of Assistant Director shall assist/ appraise the Committee for smooth conduct of the meetings, however he/ she shall not be a part of the Committee.	

13.4 Standing Hearing Committee

Composition	Quorum

A retired High Court Judge or an Educationist/ academician of eminence not below the level of Vice-Chancellor of a University (Retired or in position) or Director (Retired or in position) of IIT/ NIT/ IIM or Government Institution of National importance as Chairman	Chairman
One expert member not below the level of Associate Professor in the field of Technical Education from IITs or IIMs or Government or Government Aided Institution or Government Universities or Institutions of National Importance.	One Member
An Officer not below the rank of Deputy Director of the revenue department or an Architect registered with Council of Architecture or Professor of Civil Engineering or Professor of Town Planning or expert who is well versed with land and revenue matters to be nominated by the Chairman, AICTE	One Member
An Officer in the Approval Bureau, AICTE, not below the rank of Assistant Director shall assist/ appraise the Committee for smooth conduct of the meetings, however he/ she shall not be a part of the Committee.	

13.5 Regional Committee

Composition	Quorum
Chairman to be nominated by the Chairman, AICTE	1/ 3 members
Four Members to be nominated from amongst the Directors/ Principals of recognized Technical Institutions, i.e. IIT, NIT, TTTI, Engineering Colleges, Diploma Institutions in the region	
Four eminent persons in the field of industry, labour, commerce and Professional representatives from Pharmacy Council of India, Council of Architecture, Confederation of Indian Industries and Professional Societies to be nominated by the Chairman, AICTE	
One member representing the Board of Apprenticeship Training to the nominated by the Board	
Three members from amongst Chairman, State Board of Technical Education, Chairman, State Industrial Liaison Board, Secretary in charge of the Department of Technical Education of each State and UT comprised in the region or Director, Technical Education (*Ex-Officio*) by rotation in alphabetical order of the State, UT in the region.	
One Vice Chancellor or his/ her nominee not below the level of Dean/ Principal) of the University/ Deemed University dealing with Technical Education by rotation in alphabetical order of the State, UT in the region.	
One Officer of Bureau of Technical Education, not below the rank of Deputy Secretary, Department of Education, GoI (*Ex-Officio*)	
One Advisor of the Bureau, Regional Committees, AICTE (*Ex-Officio*)	
Regional Officer of the Regional Office (*Ex-Officio*) – Member Secretary	

13.6 Scrutiny Committee under Chapter I

Composition	Quorum
Professor/ Associate Professor of IIT/ IIM/ Government/ Government Aided Institutions. An advocate registered with Bar Council An architect registered with Council of Architecture	One Professor/ Associate Professor An advocate registered with Bar Council An Officer not below the rank of Deputy Director of the revenue department of the concerned State Government to be nominated by the concerned State Government/ UT or an Architect registered with Council of Architecture.

13.7 Scrutiny Committee under Chapter II

Composition	Quorum
Two Professors/ Associate Professors of IIT/ IIM/ Government/ Government Aided Institutions.	Two Professors/ Associate Professors

13.8 Expert Visit Committee (EVC)

Composition	Quorum
An academician not below the level of Professor in a field of technical education as Chairman to be selected from the panel of Experts approved by the Executive Committee, AICTE. One Expert member, not below the level of Associate Professor to be selected from the panel of Experts approved by the Executive Committee, AICTE. An Officer not below the rank of Deputy Director of the revenue department of the concerned State Government to be nominated by the concerned State Government/ UT or an Architect registered with Council of Architecture or CPWD, National Buildings Construction Corporation (NBCC), DRDO, CSIR or Professor/ Associate Professor of Civil Engineering (Structural) or Professor/ Associate Professor of Town Planning to be constituted by Regional Officer by the selection of member using automated selection process provided on Web-Portal or an expert who is well versed with land and revenue matters to be nominated by the Chairman, Regional Committee.	Two Academicians and one Officer not below the rank of Deputy Director of the revenue department of the concerned State Government to be nominated by the concerned State Government/ UT or an Architect registered with Council of Architecture or CPWD, National Buildings Construction Corporation (NBCC), DRDO, CSIR or Professor/ Associate Professor of Civil Engineering (Structural) or Professor/ Associate Professor of Town Planning to be constituted by Regional Officer by the selection of member using automated selection process provided on Web-Portal or an expert who is well versed with land and revenue matters to be nominated by the Chairman, Regional Committee.

An expert member not below the level of Associate Professor to be nominated by the concerned State Government/ UT An expert member not below the level of Associate Professor to be nominated by the concerned Affiliating University/ Board	

13.9 Standing Complaint Scrutiny Committee (SCSC)

Composition	Quorum
A Retired High Court Judge Two expert members not below the level of Associate Professor in the fields of Technical Education. An Architect Registered with Council of Architecture or Professor of Civil Engineering. DTE/ Registrar (Serving or Retired of Technical Institution/ University)	Chairman Any Two Members

Appendix 14

14.0 Regional Offices of AICTE

Region	Regional Offices	STD	Telephone and FAX	Jurisdiction
Central	Airport Bypass Road, Gandhi Nagar, Bhopal- 462036 E-mail : cro@aicte-india.org	0755	2744314 2744315 2744316 (Fax)	Madhya Pradesh, Gujarat and Chhattisgarh
Eastern	Govt. College of Engineering and Leather Technology Campus LB Block, Sector III, Salt Lake City, Kolkata 700 106 E-mail: ero@aicte-india.org	033	23357459 23357312 23353089 23358808 23356690 23359546 (F)	Andaman and Nicobar, Sikkim, Orissa, Jharkhand, Assam, Manipur, Nagaland, Mizoram, Tripura, Meghalaya, Arunachal Pradesh, West Bengal
Northern	Govt. Polytechnic Campus, Adjoining Directorate of Technical Education Office, Vikas Nagar, Zoo Road, Kanpur-208002 E-mail: nro@aicte-india.org	0512	2585014 2585018 2581263 2585012(F)	Bihar, Uttar Pradesh, Uttarakhand
North-West	NWRO, Plot No.1, 5th Floor, DTE Punjab Building, Sector 36 A, Chandigarh-160 036 E-mail: nwro@aicte-india.org	0172	2613326 2661201 2660179(F)	Chandigarh, Haryana, Jammu and Kashmir, Delhi, Punjab, Rajasthan, Himachal Pradesh
Southern	Shastri Bhawan 26, Haddows Road, Nungambakkam, Chennai – 600 006 E-mail: sro@aicte-india.org	044	28275650 28279998 28232754 28255863(F)	Tamil Nadu, Puducherry
South Central	First Floor, JNFAU Campus Mahaveer Marg, Masab Tank Hyderabad 500 028 E-mail: scro@aicte-india.org	044	23340113 23341036 23345071 23340113 (F)	Andhra Pradesh, Telengana
South-West	P.K. Block, Palace Road, Bangalore – 560 009 E-mail: swro@aicte-india.org	080	22205919 22205979 22208407 22253232(F)	Karnataka, Lakshadweep, Kerala
Western	Industrial Assurance Building 2nd Floor, Nariman Road Mumbai – 400 020 E-mail: wro@aicte-india.org	022	22821093 22855412 22851551(F)	Goa, Maharashtra, Daman and Diu, Dadra and Nagar Haveli
Guwahati Camp Office	Eastern Region Camp Office, Assam Engineering College Campus, Jalukbari Guwahati - 781013, Assam E-mail: coguwahati@aicte-india.org	0361	2570104	Assam, Manipur, Nagaland, Mizoram, Tripura, Meghalaya, Arunachal Pradesh

Thiruvananthapuram Camp Office	AICTE South Western Region Camp Office, CET Campus, Thiruvananthapuram, Kerala 695 016 E-mail: cothiruvananthapuram@aicte-india.org	0471	2592323 2594343 2596363 2597099	Kerala and Lakshadweep
Vadodara Camp Office	Camp Office Vadodara Central Regional Camp Office A-1,2 Quarters, Chameli Baug Campus of M.S. University of Baroda, Vadodara- 390002 E-mail: covadodara@aicte-india.org	0265	2750648 2750614	Gujarat

For any grievances or queries related to Approval Process, mail to: helpdeskab@aicte-india.org

Appendix 15

15.0 Grievance Redressal

In order to ensure transparency by Technical Institutions imparting technical education, in admission and with Paramount Objectives of preventing unfair practices and to provide a mechanism to students for redressal of their grievances, AICTE has notified Regulations for establishment of mechanism for Grievance Redressal Committee and OMBUDSMAN for all the AICTE approved Technical Institutions vide No. 37-3/ Legal/ 2012 dated 25.05.2012. In case of non-compliance of above Regulations shall call for punitive action against any willfully contravenes or repeatedly fails to comply with the provision of above Regulations.

Appendix 16

16.0 Documents to be submitted for

- **Setting up new Technical Institution offering Technical Programme at Diploma/ Post Diploma/ Degree/ Post Graduate Degree/ Post Graduate Diploma Level**
- **Change of Site/ Location**
- **Closure of Institution**
- **Conversion of Women's Institution into Co-Ed Institution and Vice-Versa**
- **Conversion of Diploma Level into Degree Level and Vice-Versa**

16.1 New Institution

Applicant shall present following supporting documents **in original** along with one copy, duly self-attested and other necessary information to the Scrutiny Committee. As per Affidavit[4] supporting documents other than Affidavits shall be made and duly authenticated by the authorized signatory of applicant or by the head of the Institution.

Documents to be submitted at the time of Scrutiny Committee

1 Building plan of the Institution should have been prepared by an Architect registered with Council of Architecture/ Licensed Surveyor and approved by the Competent Authority as designated by concerned State Government/ UT. The Institution should bring two copies of building plan.

2 An Affidavit[4] as prescribed on the Web-Portal, on a Non-Judicial Stamp Paper of 100/ -, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.

3 Resolution by the applicant organization in a Format[13] as prescribed on the Web-Portal.

4 Certificate of Occupancy/ Completion (as applicable) from the Competent Authority (as per standard format prescribed by the issuing Authority)

5 Certificate[1] issued by an Advocate in a Format prescribed on the Web-Portal.

6 Certificate[2] issued by an Architect regarding approved building plans.

7 Certificate[3] issued by bank manager regarding financial status of applicant.

8 A print of the complete application as uploaded to the AICTE Web-Portal, printed thereon.

9 A receipt with official seal from the authorized signatory of the State Government as proof of submission of these documents.

10 A receipt with official seal from the authorized signatory of the affiliating University as proof of submission of these documents **exempted for Institution applying for PGDM**.

11 Detailed Project Report (DPR) attached as a.pdf file.

12 Registration document of the Trust/ Society/ Company/ PPP/ BOT indicating its members, objectives and Memorandum of Association and Rules, duly attested/ certified by the concerned Authority.

13 Details of recommended Board of Governors of the Institution constituted as per Appendix 18.

14 In the case of a Company established under Section 8 of Companies Act, 2013, the MoA and Rules must contain a provision that the objective of the Company is not profit making and any surplus earning shall be used exclusively for the purpose of development of Technical Institution.

15 In case of an application made with a proposal of PPP/ BOT, applicant shall submit a certified copy/ duly attested by a Gazette Officer of the agreement/ contract regarding PPP/ BOT. The applicant shall also submit a Certificate or endorsement from the concerned District Magistrate or the SDM, regarding such a proposal pertaining to PPP/ BOT in the said area with the applicant Trust/ Society/ Company.

16 Resolution by the applicant organization, pertaining to start a Technical Institution or add new Programme (in Pharmacy) and allocation of land/ building/ funds to proposed activities in the Format[6] prescribed on the Web-Portal.

17 Documents showing ownership of land in the name of the applicant in the form of Registered Sale Deed/ Irrevocable Gift Deed (Registered)/ Irrevocable Registered Government Lease (for a period of minimum 30 years with at least 25 years of live lease at the time of submission of application) by the concerned authority of Government or any other documents issued by the concerned Competent Authority establishing the ownership and possession of the land in the name of the applicant. In case, the land documents are in vernacular language, notarized English translation of the documents shall be produced.

18 Land Use Certificate permitting the land to be used for educational purpose, from the Competent Authority along with Topo sketch/ Village Map indicating land Survey Numbers and a copy of road map showing location of the proposed site of the Institution.

19 Land Conversion Certificate permitting the land to be used for educational purpose to establish a college, from the Competent Authority along with Topo sketch/ Village Map indicating land Survey Numbers and a copy of road map showing location of the proposed site of the Institution.

20 Khasra plan (Master plan) issued by the Competent Authority, earmarking the entire proposed land to show that the land is contiguous.

21 Wherever applicable, FSI/ FAR Certificate shall have been obtained from the Competent Authority as designated by concerned Municipal Corporation or the local authority that approves Building Plans, or the State Government/ UT.

22 Proof of working capital (funds) as stated in Clause 3.6, in the form of either Fixed Deposits in the Bank or latest Bank Statement of Accounts maintained by the applicant organization in a Nationalized Bank or Scheduled Commercial Bank recognized by Reserve Bank of India, along with a Certificate issued by the Branch Manager of the Bank.

23 Audited statement of accounts of the applicant organization for last three years, as may be applicable.

24 Site Plan, Building Plan of proposed Technical Campus prepared by a an Architect registered with Council for Architecture (COA)/ Licensed Surveyor and duly approved by the Competent Plan Sanctioning Authority of the concerned State/ UT administration.

25 Floor plans, sections and elevations of all proposed/ existing buildings exclusively intended for use for the proposed campus at the permanent site with a table clearly mentioning all rooms, with carpet area of each in m^2, as specified in Instructional, Administrative and Amenities requirements certified by the Architect registered with the Council of Architecture. Safety and hygiene precautions ensured during partial occupation, if any, certified by the Architect registered with the Council of Architecture.

26 Phase-wise plan of construction to achieve total carpet and built-up area as required for conduct of all applied/ existing Courses from the first to final year. This shall be certified by Architect registered with the Council of Architecture.

27 Syllabus copy of Affiliating University/ Board related to the Courses applied for.

28 Certificate regarding Minority Status, if applicable at the time of application. Any claim thereafter shall not be entertained.

29 Certificate of the Competent Authority indicating whether the land for the proposed new Institution/ Technical Campus falls in the rural area or otherwise.

30 Undertaking from the applicant to the effect that no high tension line is passing through the campus including hostel. in case high tension line passes through the campus/ hostel a Certificate from the Competent Authority (Electricity Board) that it shall not affect the safety of building/ students/ faculty/ staff etc. is required.

16.2 Documents to be submitted at the time of Expert Visit Committee

Applicant shall present following supporting documents **in original** along with one copy, duly attested by a Gazette Officer or a first class Judicial Magistrate or Notary or an Oath Commissioner and other necessary information to the Expert Visit Committee.

1 Copy of the advertisement in at least one National Daily, for recruitment of Principal/ Director and faculty members.

2 Stock Register of dead stock items including Laboratory equipment, computers, system and application software, printers, office equipment and other dead stock items.

3 Proof of provision of Internet bandwidth in Mbps and contention ratio.

4 List giving titles of books and volumes of each purchased for Library.

5 Copy of Invoice/ Cash Memo for equipment and Library Books.

6 Details of subscription of e-Journals as per Appendix 10.

7 List and details of hard Copy of National Journals subscribed.

8 List and details of hard Copy of International Journals subscribed.

9 Sanction of electrical load by electric supply provider Company.

10 A Certificate by an architect giving details of sewage disposal system, barrier free environment and toilets created for physically challenged and all weather approach road.

11 Details and proof of telephone connections available at the proposed Technical Campus.

12 Details and proof about medical facility and counselling arrangements.

13 Details of reprographic facility available for students.

14 Details of all other educational Institutions run by the same Society or management or by any other management to which the Chairman of the applicant Society is a member.

15 Video recording with date and time of the entire proceedings of the Expert Visit Committee Visit, which shall form part of the Expert Visit Committee Report. This shall include the video of the visit with date and time of shooting, a walk through video with date and time of shooting of all infrastructural facilities created indicating the complete physical infrastructure/ facilities, highlighting Front and Back side of the entire Institution building(s) Internal portion of the classrooms, tutorial rooms, Laboratories, workshop, drawing hall, computer Centre, library, reading room, seminar hall and all other rooms, as mentioned in Programme-wise Instructional area requirements, Internal portion of the principal's room, Board room, main office, departmental offices, faculty cabins/ seating arrangement and all other rooms as mentioned in Administrative area requirements, Internal portion of toilet facilities, boys and girls common rooms, cafeteria and all other rooms as mentioned in Amenities area requirements, circulation area details highlighting entrance lobby, passages, escalators, staircases and other common areas.

16.3 Documents to be uploaded after the issuance of LoA

1 New Institutions granted Letter of Approval and the existing Institutions granted approval for introduction of new Course(s) division(s) Programme(s) and change in Intake capacity, shall comply with appointment of teaching staff and Principal/ Director as the case may be, as per Policy regarding minimum qualifications pay scales, norms etc. as prescribed in the Approval Process Handbook.

2 Institutions other than minority Institutions shall appoint Principal/ Director/ Teaching Staff strictly in accordance with the norms prescribed by the Council and other technical supporting staff and administrative staff strictly in accordance with the methods and procedures of the concerned State Government/ UT particularly in case of selection procedures and selection Committees.

3 The information about these appointments of staff in the prescribed Format shall be uploaded in the portal.

4 In no circumstances unless the appointment of all teaching and other staff is in place, the Institutions shall start the approved Technical Courses.

5 Faculty and non-teaching staff data shall be entered as per the prescribed Format.

16.4 Additional documents required for seeking approval for Change of Site/ Location

1 No Objection Certificate from Concerned State Government in the Format[1].

2 No Objection Certificate from Affiliating University/ Board in the Format[2].

3 Resolution in the Format[3] by Governing Board Members approving change in Site/ Location, duly signed by the Chairman/ President of the Society/ Trust.

16.5 Additional documents to be submitted for Progressive Closure/ Complete Closure of Institution

1 No Objection Certificate from Concerned State Government/ UT in the given Format[4].

2 No Objection Certificate from Affiliating University/ Board in the Format[5] with clear mention about provisions/ alternative arrangements made to take care of education of existing students studying in the Institution in the Format as prescribed on the Web-Portal.

3 Resolution by the applicant Institution, pertaining to application for closure of Institution in the Format[6] as prescribed.

4 Latest salary sheet giving details, such as, scale of pay, gross pay, PF deduction, TDS for all teaching and non-teaching staff and Teaching Staff: Student ratio.

5 Details of the RPGF/ Joint FDR/ FD made with AICTE/ State Government/ University for establishment of the Institution.

6 Status of Students already studying in the Institution.

7 Status of Faculty and Staff in the Institution and liabilities thereon.

8 Affidavit[2] to be submitted by the applicant on a non-Judicial Stamp paper of 100/ - duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner stating that the applicant has no liability with respect to faculty members, staff, students etc.

9 Pending Court cases and serious charges, violation of norms, pending Ragging cases against the Institution.

16.6 Additional documents to be submitted for the Conversion of Women's Institution into Co-Ed Institution

1 A Certificate stating that admission for three consecutive years are less than 60% issued by Competent Admission Authority.

2 A Certificate stating the actual enrolment of students for the last three consecutive years issued by the Registrar of the Affiliating University/ Director of the Board.

3 No Objection Certificate (NOC) from State Government in the Format[7].

4 No Objection Certificate (NOC) from Affiliating University/ Board in the Format[8].

5 Resolution of the Trust/ Society/ Company/ Board of Governors in the Format[9] for the conversion from Women's Institution to Co-Ed Institution.

6 Land related documents to be submitted as per the norms.

16.7 Additional documents to be submitted for the Conversion of Co-Ed Institution to Women's Institution

1 No Objection Certificate (NOC) from State Government in the Format[7].

2 No Objection Certificate (NOC) from Affiliating University/ Board in the Format[8].

3 Resolution of the Trust/ Society/ Company/ Board of Governors in the Format[9] for the conversion from Co-Ed Institution to Women's Institution.

Note: No land relaxation and refund of additional FDR/ Security Deposit allowed in case of conversion from Co-Ed Institution to Women's Institution.

16.8 Additional documents to be submitted for the Conversion of Diploma Level into Degree Level and vice-versa

1 No Objection Certificate (NOC) from the State Government/ UT in the Format[10].

2 No Objection Certificate (NOC) from the Affiliating University and Board in the Format[11].

3 Resolution of the Trust/ Society/ Company/ Board of Governors for the Conversion from Diploma Level into Degree Level and vice-versa in the Format[12].

4 Land related documents to be submitted as per the norms.

16.9 Additional documents required while seeking approval for establishment of the Institution set up by such a Private Limited or Public Limited Company/ Industry

1 Certificate of Registration of companies

2 Memorandum of Association and Article of Association

3 Certificate of incorporation

4 Situation of the registered office of the Company

5 Particulars of the Directors, Managers or Secretaries

6 PAN number

7 TAN number

8 Companies general rules and forms

9 NOC from Directors or Promoters

10 Audited statement for last 3 years clearly indicating turnover through operations

Appendix 17

17.0 Documents to be uploaded/ submitted for

- **Extension of approval to the existing Institutions/ Continuation of approval after a break in the preceding academic year/ Restoration**
- **Increase in Intake/ Addition of Course(s) in existing Courses in the Regular/ First Shift**
- **Addition of Integrated/ Dual degree Course in the First Shift in existing Institutions**
- **Fellowship Programme in Management in existing Institutions**
- **Collaboration and Twinning Programmes**
- **Introduction/ Continuation of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries**
- **Introduction/ Continuation of seats for sons/ daughters of NRIs**
- **Change in name/ Reduction in Intake/ Closure of Programme and/ or Course**
- **Change in name of the Institution**
- **Change in name of the Trust/ Society/ Company**
- **Change of Affiliating University/ Board**

17.1 Documents to be uploaded for issuance of EoA of Existing Institutions/ Continuation of approval after a break in the preceding academic year/ Restoration

The applicant Institution applying for Extension of approval (EoA) shall upload the scanned copies of the List of documents as given below on AICTE Web-Portal.

Supporting documents including the Affidavits shall be duly authenticated by the Chairman/ President/ Secretary of the Trust/ Society/ Company in case of Self-Financing Institutions or by the Authorized person in case of the Government/ Government aided Institution

1 A print of the complete application and the Deficiency Report, as available on the AICTE Web-Portal, printed there on, shall be submitted to Affiliating University/ Board and Concerned State Government/ UT, along with all enclosures as below, duly self-attested.

2 Stamped receipt from an authorized signatory of the State Government as proof of submission of these documents.

3 Stamped receipt from an authorized signatory of the Affiliating University/ Board as proof of submission of these documents.

4 As per Clause 4 of Chapter II of Approval Process Handbook, Occupancy/ Completion Certificate/ Building License/ Form D/ Structural Stability Certificate issued by the Competent Authority.

5 Satellite map, using suitable website, showing geographical location of land with latitude and longitude mentioned on it.

6 Copy of pay receipt print made on the Portal through corporate internet banking if any, in respect of Extension of Approval, Variation in Intake etc. for the Academic Year 2017-18.

7 Show Cause Notice issued by AICTE, if any, during the last two years.

8 Details of court cases filed against AICTE and order of the Court, if any.

9 An Affidavit[4], on a Non-Judicial Stamp Paper of 100/ -, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.

10 Copy of valid NBA accreditation letters.

11 For Adjunct Faculty – One page CV highlighting his/ her industrial experience, Willingness letter to handle the Course(s) including his/ her commitments in other Institutions, copy of appointment order and acceptance of appointment from him/ her

12 Certificate by the Head of The Institution to the effect that all Faculty and all non-teaching staff data and all student data of all years and all Courses, has been entered as per the prescribed Format on the Web-Portal.

17.2 Additional documents to be submitted for approval of Increase in Intake/ Addition of Course(s) in Existing Programmes/ Addition of Integrated/ Dual Degree Courses/ Fellowship Programme in Management

Additional documents shall be necessary while seeking approval for increase in Intake in existing Programme

1 Resolution by the applicant Institution, pertaining to starting additional Courses/ divisions in existing Programme and allocation of land/ building/ funds to proposed activities in the Format[14] prescribed on the Web-Portal.

2 An Affidavit[6] on a Non-Judicial Stamp Paper of 100/ -, duly sworn before a First Class Judicial Magistrate or Notary or an Oath Commissioner.

3 Valid NBA Accreditation Certificate for Institutions in existence for more than SEVEN YEARS from the date of inception.

4 No Objection Certificate from Affiliating University for Integrated/ Dual Degree Courses in the Format[15].

17.3 Documents to be uploaded for approval of Collaboration and Twinning Programmes

1 The Foreign University/ Institution shall furnish an authorized signatory letter declaring therein that the Degree/ Diploma and Post Diploma awarded to the students in India shall be recognized in the parent Country and shall be treated equivalent to the corresponding Degrees/ Diploma and Post Diploma awarded by the University/ Institution at home.

2 Letter of the Trustee on the fee to be charged and the Intake in each Course to be offered by a Foreign University/ Institution or the Technical Institution approved by the Council having collaboration with Foreign University/ Institution, leading to a Degree or Diploma and Post

Diploma shall be as prescribed by the Council, giving due hearing to the concerned Foreign University/ Institution or the Technical Institution approved by the Council having collaboration with Foreign University/ Institution

3 A letter of the Trustee and the Foreign University/ Institution declaring the detailed guidelines for admission, entry level qualifications, fee of all kinds, the examination and evaluation and that there shall not be major deviations with the prescribed procedures in their parent Country, vis-à-vis India.

4 A Letter of the Trustee wherein details of the semesters that are conducted in India and those that are conducted in the Foreign country are given. (The students admitted to the Programme should spend at least one semester of the Course work of the Programme in the Foreign University/ Institution in its parent Country)

5 MoU between the Foreign University/ Institution and the Indian partner Institution and the concerned Affiliating University/ Board of Technical Education in the respective States clearly mentioning among other provisions that the students failing to get VISA shall be accommodated in a similar Programme and that the University would register them for the purpose.

6 Letter of affiliation of the Indian partner Institution with the University under whose jurisdiction it is located or Board of Technical Education in the respective States in which the Institution is located as applicable.

7 For Courses where University approval is not mandatory, MoU between the Foreign University/ Institution and the Indian partner Institution clearly mentioning among other provisions that the students failing to get VISA shall be accommodated in a similar Programme and that the University would register them for the purpose.

8 For Courses where Board of Technical Education in the respective State, approval is not mandatory, MoU between the Foreign University/ Institution and the Indian partner Institution clearly mentioning among other provisions that the students failing to get VISA shall be accommodated in a similar Programme and that the Board would register them for the purpose.

9 A letter from the participating Foreign University that the Degree would be awarded by the Foreign University/ Institution only in its parent Country

10 No Objection Certificate (NOC) from concerned embassy in India with mention of genuineness of Foreign educational partnering Institution in the country of origin.

11 The Certificate of accreditation obtained by the Foreign University/ Institution in their parent country issued by a certified accreditation authority in that country.

12 Valid NBA Certificate in respect of the Courses to be offered under Twinning Programme.

17.4 Additional documents to be submitted for approval of Introduction of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian Workers in the Gulf Countries in Existing Institutions

1 Resolution by the applicant Institution, pertaining to application for introduction of supernumerary seats for OCI/ PIO in the Format[16] as prescribed on the Web-Portal.

2 Details regarding hostel rector and hostel administration.

17.5 Additional documents to be submitted for approval for seats for sons/ daughters of NRIs

1 Resolution by the applicant Institution, pertaining to application for introduction of seats for sons/ daughters of NRIs in the Format[17] as prescribed on the Web-Portal.

17.6 Additional documents to be submitted for Change in name of Course/ Reduction in Intake/ Closure of Programmes and/ or Courses in Existing Institutions

1 No Objection Certificate from Concerned State Government/ UT in the given Format[18].

2 No Objection Certificate from Affiliating University/ Board with clear mention about provisions/ alternative arrangements made to take care of education of existing students studying in the Institution in the Format[19] as prescribed on the Web-Portal.

3 Resolution by the applicant Institution, pertaining to application for reduction in Intake or closure of Course/ Programme in the Format[20] as prescribed on the Web-Portal.

4 NOC shall not be required for closing of the second Shift or reduction in Intake of a Course/ Programme by reduction in number of divisions.

17.7 Additional documents to be submitted for approval for change in the Name of the Institution

1 No Objection Certificate from Concerned State Government/ UT in the Format[21].

2 No Objection Certificate from Affiliating University/ Board in the Format[22].

3 Resolution by Governing Board Members approving change in name, duly signed by the Chairman/ President/ Secretary of the Trust/ Society/ Company in the Format[23].

17.8 Additional documents submitted for approval for Change in name of the Trust/ Society/ Company (*subject to the law for the time being in force)*

1 Approval from Charity Commissioner/ Registrar of Societies/ Registrar of Companies.

2 No Objection Certificate from Concerned State Government/ UT in the Format[24].

3 No Objection Certificate from Affiliating University/ Board in the Format[25].

4 Resolution by Governing Board Members mentioning the reasons for the change in name and approving change in name, duly signed by the Chairman/ President/ Secretary of the Trust/ Society/ Company in the Format[26].

5 A notarized Affidavit[7] of the Chairman/ Secretary/ Authorized signatory of the Trust/ Society/ Company stating that there is no commercial or business angle for such change.

6 Registration document of the Trust/ Society/ Company indicating its members, objectives and Memorandum of Association and Rules, duly attested/ certified by the concerned Authority.

7 Details of recommended Board of Governors of the Institution constituted as per Appendix 18.

8 In case of a Company established under Section 8 of Companies Act, 2013, the MoA and Rules must contain a provision that the objective of the Company is not profit making and any surplus Earning shall be used exclusively for the purpose of development of Technical Institution.

9 Land Documents showing ownership in the name of the new Trust/ Society/ Company.

10 Proof of working capital (funds) as stated in Clause 3.6, in the form of either Fixed Deposits in the Bank or latest Bank Statement of Accounts maintained in the name of the new Trust/ Society/ Company in a Nationalized Bank or Scheduled Commercial Bank recognized by Reserve Bank of India, along with a Certificate issued by the Branch Manager of the Bank.

11 Approval from the Charity Commissioner/ Registrar of Societies/ Registrar of Companies regarding any change in the name(s) of the Trustee(s)/ Member(s).

17.9 Additional documents to be submitted for approval for change of Affiliating University/ Board

1 No Objection Certificate from the Concerned State Government/ UT in the Format[27].

2 No Objection Certificate (NOC) from the University/ Board where the Institution is affiliated in the Format[28].

3 No Objection Certificate (NOC) from the University/ Board where the Institution seeks affiliation in the Format[29].

4 Resolution in the Format[30] of the Trust/ Society/ Company seeking approval for change of Affiliating University/ Board.

Appendix 18

18.0 Recommended Composition of Board of Governors for AICTE approved Institutions

a The Governing Body shall have at least eleven members including the Chairman and the Member Secretary. The Registered Trust/ Society/ Company shall nominate six members including the Chairman and the Member-Secretary, and the remaining five members shall be nominated as indicated below.

b Chairman to be nominated by the Registered Trust/ Society/ Company. The Chairman of the Governing Body shall preferably be a technical person either entrepreneur of an industrialist or an educationist of repute who is interested in development of technical education and has demonstrated an interest in promotion of quality education.

c Two to five Members to be nominated by the Registered Trust/ Society/ Company.

d Nominee of the All India Council for Technical Education-Regional Officer (Ex-Officio).

e An Industrialist/ technologist/ educationist from the Region to be nominated by the concerned Regional Committee as nominee of the Council, out of the panel approved by the Chairman of the Council.

f Nominee of the Affiliating Body/ University/ State Board off Technical Education (Not applicable for PGDM Institutions).

g Nominee of the State Government – Director of Technical Education (Ex-officio).

h An Industrialist/ technologist/ educationist from the Region nominated by the State Government.

i Principal/ Director of the concerned Technical Institution (as nominee of the Trust/ Society/ Company) - Member Secretary.

j Two Faculty members to be nominated from amongst the Regular staff, one at the level of Professor and one at the level of Assistant Professor.

k The number of members can be increased equally by adding nominees of the registered Society and by adding an equal number of educationists from the Region keeping in view the interest of the Technical Institution. The total number of members of a Governing Body shall, however, not exceed 21.

Appendix 19

19.0 Academic Calendar

19.1 Counselling/ admission

a Last date to grant approval to Technical Institution shall be 30th April of the year in which the Academic Year is to commence. Notwithstanding anything contained in any Rules, Regulations, Norms and Standards, Policies, Instructions, Orders, Notifications, Guidelines and the Approval Process Handbook issued or notified by the AICTE, the AICTE shall not grant approval to Technical Institution after 30th April of the year in which the academic session is to commence as any approval beyond 30th April shall adversely affect the total teaching duration to which a student is entitled to and shall also adversely affect the academic activities which shall be prejudicial to the academic interest of student.

b The respective DTE/ State Government/ Affiliating University/ Board shall download the list of approved Institutions along with "Approved Intake" from Web-Portal through their login. No separate communication shall be sent in this regard. The affiliating body such as University/ Board shall not grant affiliation to a Technical Institution approved by AICTE after 15th May of the relevant year in which the academic session is to commence.

c The Competent Authority for admission shall ensure that the 1st round of counselling/ admission for allotment of seats is duly completed on or before 30th June of the year in which the academic session is to commence.

Provided that the 2nd round of counselling/ admission for allotment of seats shall be completed on or before 10th July of the year in which the academic session is to commence.

Further that the last round of counselling/ admission for allotment of seats shall be completed on or before 20th July of the year in which the academic session is to commence.

d Notwithstanding anything contained in these Regulations, all Technical Institutions conducting PG Diploma Courses shall not initiate admission process before 31st March of the admission year.

19.2 The academic session and the teaching process shall commence on 1st August of the year in which the academic session is to commence and the concerned University/ Boards shall ensure the total number of teaching days, practical and contact hours with students in a given academic session are strictly in accordance with the following schedule:

Programme	UG		PG		Diploma	
	Total Number of Teaching days = 90, out of which Number of Contact days for teaching/ practical = 75 and conducting exams and preparation days = 15	Contact hours/ semester	Number of Teaching days/ semester	Contact hours/ semester	Number of Teaching days/ semester	Contact hours/ semester

Engineering/ Pharmacy/ Architecture/ HMCT/ Arts and Crafts	75	525	75	525	75	525
MBA/ PGDM			75	525		
MCA			75	525		

For 1st year of the Programme:

Semester/ Event	Odd Semester	Even Semester
Commencement of classes	1st August	1st January
End of classes	30th November	30th April

2nd year and on words of the Programme:

Semester/ Event	Odd Semester	Even Semester
Commencement of classes	15thJuly	15thDecember
End of classes	15thNovember	15thApril

The total number of teaching days, practical and contact hours shall not include the number of days utilized for the admission/ counselling process, process of examination and examination itself and declaration of results.

Appendix 20

20.0 Fellowship Programme in Management: Conduct and Admission Procedure

20.1 AICTE's Fellowship Programme Prospectus

Admission eligibility of students

Master's Degree or equivalent in Engineering/ Technology/ Management/ Economics/ Social Science/ Biological Science/ Pure Science/ Commerce/ Humanities with FIRST CLASS shall be considered for admission to Fellowship Programme.

Those appearing for their final examination in the respective discipline can also apply. Such students if selected shall be provisionally admitted provided they complete all requirements obtaining their master's degree before 30th September of the year of admission. The admission of these candidates shall remain provisional until they produce the mark sheet proving that they satisfy the eligibility criteria. The dead line for submitting the final year mark sheet is 31st December.

20.2 Admission procedure

Admission to the Fellowship Programme shall normally be made once a year, coinciding with that of AICTE approved Post Graduate Diploma in Management or equivalent Degree/ Diploma. Accordingly, the advertisement shall be made along with such PG Degree/ Diploma.

a Application Procedure

The application shall be made in the prescribed form available with the Institution. Attested copies of all the necessary Certificates and testimonials are to be attached with the applications. The candidate must submit a synopsis of about 5000 words on the area of research interest (tentative research proposal) along with his/ her application.

b Selection Criteria

Selection for the Fellow Programme in the Institutions approved by AICTE for the Fellow Programme shall be on the basis of the following criteria:

- Academic qualifications and work experience
- Tentative research proposal and its presentation before the Selection Committee
- Personal interview

The decision of the Institution Selection Committee regarding admission shall be final. Communication shall be sent only to the selected candidates. The Institution shall not entertain any queries or correspondence in respect of those not selected.

Approved Institution to conduct Fellowship Programme in Management can admit only maximum of 5 candidates in each Academic Year after ensuring availability of Guide as per the AICTE Norms/ Standards.

20.3 Research guidance

a Selection of Guide(s). Each candidate shall have one/ two Guide(s) under whose supervision the research work in relation to the Programme shall be carried out. The Guide(s) shall be

nominated by the Director of the Institution. All Guides shall be internal. in exceptional cases where external guidance shall be required, recognized Guides from reputed Institutions shall be allowed as co-guides with the permission of AICTE. Research Guides shall be allotted to the selected candidates at the time of admission. The research Programme and areas of research shall be finalized by respective Guides after discussion with the candidates and should be forwarded to the Director for concurrence.

Faculty with Ph.D. and with at least 2 publications in reputed cited international journals is eligible to Guide the Fellow Programme candidates. Each such Faculty shall be assigned a maximum of 2 candidates in each admission year.

b Absence of Guide during the Programme

In Case of temporary absence of a Guide for a period of more than one year a new Guide shall be nominated for the Fellow Candidates. In case of a Guide who has guided for more than a year, he/ she shall be allowed to resume the guidance after his/ her return from temporary absence.

If the period of absence is less than 2 years, the pervious Guide shall act as Co-Guide on his/ her return. If the period of absence is more than 2 years he/ she shall ceased to be a Guide for the Fellow candidate.

c Change of Guide

Change of a Guide shall be permitted in exceptional circumstances on the recommendation of the Director.

d Number of Research Fellows per Guide

At any given time, the number of Research Fellows working with a Guide shall not exceed five.

e Research Advisory Committee

The Director shall nominate a Research Advisory Committee for each Fellow based on the recommendation of the Guide(s).

20.4 Course study/ credit requirements

In partial fulfillment of the requirement of the Fellow Programme, a minimum number of Course credits are required to be earned as prescribed below

a Credit Requirement

	Code No.	Course Title	Credits
Module 1	FP01	Research Methodology	3
	FP02	Managerial Statistics	3
	FP03	General Management	3
	FP04	System Approach to Management	3
Module 2	FP05	3 Stream specific Course of 3 credits each	9
	FP06	Credit seminar (General)	3
Module 3	FP07	Credit seminar (Specific)	3
	FP08	Review paper based on the literature on the thesis related topic	3

Total Credits		30

b Details of Courses and Seminar
The stream specific Courses and seminars shall be decided as approved by the Director on the recommendation by the candidate's Guide(s) and the Research Advisory Committee.

c Duration for earning Credit
All the credits specified in para 4.1 should be earned within a maximum of two years from the date of admission to the Programme. Extension after the two years shall be approved by the Director for a period of one year with a review of progress every six months. Final approval shall be given by the Director of the Institution.

d Credit Course Requirement
A research scholar should undergo 4 Courses of total 12 credits in the first module and during second module he/ she should undergo three stream-specific Courses of 9 credits and give three credit seminar on general management topic in the third module, the candidate should give three credits seminar and write a review paper on the literature related to his/ her research topic for publication purpose of 3 credits. Thus a candidate should earn 12 credits in the first and second module and 6 credits in the third module together adding up to 30 credits in all.

e Grading System of Credit Courses/ Seminar
The minimum of CGPA of 6.5 on 10 point scale or 60% is required for passing Course/ seminar. A candidate getting less than 60% shall be given one more opportunity to repeat the Course/ seminar. If he/ she still does not pass in the Course/ seminar, he/ she shall be terminated from the Fellow Programme.

20.5 Registration Seminar and Progress Seminar

Each research scholar needs to register his/ her research proposal. The registration procedure is given below.

a Pre-registration seminar
Each research scholar should give a pre-registration seminar before a Committee constituted by Director. The Committee shall include the Guide(s), experts drawn from Institution's faculty members and Director. The seminar shall be given after completion of the three modules. The Research Scholar should submit 5 copies of the pre-registration Report (in about 15-20 pages) 15 days before the date of the seminar. The Report should include proposed title of the thesis, area and framework of the proposed research objectives, scope of the study, hypothesis if any, and methodology to be followed. This stage is considered to be very important for screening the candidate for further progress in the Programme. In case the research scholar fails to successfully defend his/ her thesis proposal, he/ she shall be allowed to resubmit the modified research proposal as suggested by the above mentioned Committee. He/ she needs to give a fresh seminar based on the modified research proposal and in case he or she fails to defend it in the second time, the research scholar shall be terminated from the Programme.

b Application for registration
A candidate must apply for formal registration within one month after successful completion of the pre-registration seminar. The application for registration to be made in a prescribed form and should be accompanied by the following:

- Title and summary of the thesis proposal approved by the Guide(s)

- Registration fee of 2,500/ -

c Effective Date of Registration
The registration shall be effective from the date of application for the registration.

20.6 Duration of the Programme

a Time Limit
A Candidate shall submit his/ her thesis only after a minimum period of two years after registration. However, the maximum period allowed for the submission of the thesis is five years from the date of admission to the Programme.

If a candidate fails to submit the thesis within the prescribed upper time limit due to reasons beyond his/ her control, he/ she shall apply to Director for an extension. If the Institution is satisfied with the candidate's justification, the Director shall permit him/ her to re-register to the Programme subject to the payment of re-registration fee. This re-registration shall, however, be effective only for a period of two years beyond which no extension shall be permitted.

b Break or Unauthorized absence from the Programme
Any break or unauthorized absence from the Programme before registration shall lead to the cancellation of admission. Any authorized break or leave of absence shall not be counted for the minimum period of 2 years stipulated for submission of thesis but shall be counted in the maximum period of 5 years permissible for submission of the thesis.

20.7 Submission and evaluation of the synopsis and thesis

a Pre-synopsis seminar
Every research scholar before submission of his/ her thesis must give pre-synopsis seminar at the Institution. The procedure for the pre-synopsis seminar is as follows:

- Submission of 5 copies of the pre-synopsis Report (not more than 40 pages). The Report should include the focus and the summary of the thesis. Highlighting his/ her own contribution, details of the methodology, results, analysis, conclusions, limitations and scope for future research. It is to be submitted through the Guide(s).
- For seeking the approval, the candidate shall present pre-synopsis seminar before the Committee consisting of Director, Guide(s) and two faculty experts in the relevant area of research. If required, an outside expert having expertise in the area of research shall be included in the Committee

The Committee shall judge the work with regard to its acceptability and suggest modification or elaboration of the work, if necessary, after incorporating the suggested changes/ modifications to the satisfaction of the Committee, an abridged version of the same in about 15-70 pages shall be submitted as synopsis for the purpose of sending it to prospective examiners.+

b Submission of the synopsis
Five copies of the Synopsis with necessary modification incorporated shall be submitted within a period of one month from the date of the pre-synopsis seminar to the Institution with a Certificate by candidate and the Guide(s) stating:

- That there is a prima facie case for consideration of the thesis; and
- That the work does not include any work which has at any time previously been submitted for an award of fellow in management or other equivalent degree.

c Selection of Examiners

On receipt of synopsis, the Director shall draw up a list of 6 possible examiners of the thesis in consultation with the Research Advisory Committee and Guide(s). The examiners shall be from outside Institution, one from India and one from abroad having good academic and research standing in the field. Two examiners shall be selected by the Director from the list.

d Submission of Thesis

The thesis should be submitted in six typewritten/ printed copies and a soft copy with necessary Certificates and clearance within a period of 6 months from the date of submission of the synopsis. An examination fee of 25,000/ - which includes honorarium of US $250/ - for Foreign examiner and 5000/ - Indian Examiner must be paid along with the Thesis submission.

e Recommendations of the Examiners

- A critical review and evaluation of the quality and extent of work of the candidate as embodied in the thesis.
- A definite recommendation as to whether the thesis is of a sufficient standard and suitable for the award of Fellow in Management: and
- If the examiner is not in a position to make definite recommendation for the award of the "Fellow in Management". He/ She should indicate.
  a. The required modification/ revision involving rewriting of Chapters but not involving further research work.
     Or
  b. Complete rewriting of the thesis with additional research work reinterpretation of Data.

f Acceptance/ Rejection of Thesis

The thesis shall be accepted if all the examiners make positive recommendations. If recommendations for rejection or inconclusive recommendations are made by any one of the examiner, Director shall refer the thesis to another examiner or examiners(s) from the panel. If such a panel of examiner(s) rejects the thesis, it shall stand rejected.

g Re-submission of the Thesis

A thesis which needs modification/ revision shall be resubmitted after revision within a period of one year. Rejection of the thesis after re-submission shall normally disqualify the candidate of further consideration for the award of the Fellow in Management.

h Viva-Voce

On acceptance of the thesis, the Director shall appoint a panel of examiners to conduct a viva-voce examination and open defense at which the candidate shall be required to defend his/ her thesis. The panel of examiners shall consist of:

- The Chairman, Dean (Academic or Research) or his/ her nominee not below the rank of Professor of the Institution nominated by the Director
- The Guide(s)
- Indian External Examiner who examined the thesis and accepted it.

The panel of Examiners shall submit their Report to the Director of the Institution.

If a thesis has been accepted but the candidate fails to defend it successfully at the Vice-voce examination, he/ she should reappear for the viva-voce examination within six months.

20.8 Award of "Fellow in Management"

On successful completion of the viva-voce and on the recommendations of the Institution's Governing Board, the Institution shall award "Fellow in Management" to the Research scholar. The title of the thesis shall be mentioned in the Certificate of award.

20.9 General Regulations

- Candidate must furnish a periodical Report of progress of the Course work and research work for consideration of Institution, Research Advisory Committee and the Guide(s). Unsatisfactory progress in research shall render the candidate terminated from the Programme.
- The candidate shall pay all the prescribed fee as and when they fall due.
- The Courses prescribed but not successfully completed by the candidate shall be reconsidered by the Director. Research Advisory Committee shall suggest alternative Course(s) depending upon the relevance of the Course(s) to the research work of candidate.
- The research scholar shall face automatic disqualification and termination from the Programme, if he/ she is found to be admitted to any other equivalent Degree level Programme.
- The AICTE reserves the right to amend, modify or change Regulations as may be necessary, from time to time. All such changes shall be binding on the research scholar in the Institution.

AFFIDAVIT[1]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER OF 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER FOR FORGOTTEN PASSWORD

I/ We,<name>, Chairman,<name of the Trust/ Society/ Company>,/ Secretary,<name of the Trust/ Society/ Company>, son of …….., aged……, resident of ……., do hereby solemnly affirm, state and undertake to the following in connection with my/ our request to AICTE for New password to our Institution <name and address of Institution>,

1. I/ We will abide by all terms and conditions as laid down in the Approval Process Handbook.
2. That I/ We have Forgotten/ Misplaced the pass word for our <user ID>.
3. That I/ We< name>, Chairman, <name of the Trust/ Society/ Company>,/ Secretary, <name of the Trust/ Society/ Company >authorised to submit the present request and there is no any misrepresentation.
4. That I/ We< name>, Chairman, <name of the Trust/ Society/ Company>,/ Secretary, <name of the Trust/ Society/ Company > have made an online payment of 5000/ - vide Transaction ID….. date….
5. That the new login credentials are to be sent to <Name of the Person>, <Address>,<Landline No>, <Mobile No>, <email id>
6. That the facts stated in this affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Name of the authorized person executing the undertaking along with his/ her official position) with (SEAL)

VERIFICATION

I/ We, the above named deponent do hereby verify that the facts stated in the above affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)
(seal)

AFFIDAVIT[2]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER OF 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER FOR PROGRESSIVE/ COMPLETE CLOSURE OF INSTITUTION

I/ We,<name>, Chairman/ President,<name of the Trust/ Society/ Company>,/ Secretary,<name of the Trust/ Society/ Company>,son of …….., aged……, resident of ……., do hereby solemnly affirm, state and undertake to comply with the following in connection with my/ our application <application number> to AICTE for the Progressive/ Complete Closure of our Institution <name and address of Institution>,

1. That our Trust <name of the Trust/ Society/ Company> vide resolution……. Resolved for closing the Institution and has applied for Closure of <name and address of Institution> in the Web-Portal and had paid the requisite Fee as per AICTE norms
2. That liabilities, if any, arising out of Closure of <name and address of Institution> shall be solely that of <name of the Trust/ Society/ Company>
3. That <name of the Trust/ Society/ Company> undertakes that no further admission of students will be made in the current and forthcoming years
4. That <name of the Trust/ Society/ Company> undertakes to provide all the facilities to the existing students till they pass out
5. That have submitted/ uploaded all the additional documents/ information regarding resolution/ NOC's/ Certificates in the Portal in respect of our application (as applicable) and the same is true and complete.
6. That the facts stated in this Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.
7. That the FDR was not mortgaged.

Details of RPGF/ Joint FDR/ FD

Details of the RPGF/ Joint FDR/ FD	Name and Address of the Bank	Date of Issue	Amount ( )	FDR No.	Date of Maturity
Details of RPGF/ Joint FDR/ FD made with AICTE/ State Government/ University for establishment of the Institution.					

(Name, Designation and Address of the Executants)
(seal)

DEPONENT(s)

VERIFICATION

I/ We, the above named deponent(s) do hereby verify that the facts stated in the above Affidavit are true to my knowledge. No part of the same is false and no material has been concealed there from.

Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)
(seal)

DEPONENT(s)

Solemnly affirmed and signed before me by the deponent on this- day of – month, 2017 at my office.

(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT[3]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER OF 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER ALONG WITH SECURITY DEPOSIT

I/ We,<name>, Chairman/ President,<name of the Trust/ Society/ Company>,/ Secretary,<name of the Trust/ Society/ Company>,son of …….., aged……, resident of ……., do hereby solemnly affirm, state and undertake to comply with the following in connection with my/ our application <application number> to AICTE for establishment of Institution<name and address of proposed Institution>,

1. That in accordance with the norms, procedures and conditions prescribed by the AICTE, an amount of ……was deposited by the <name of the Trust/ Society/ Company> in AICTE's account, for a period of 10 years.
2. That the interest accrued on the deposit shall be retained by AICTE and used for improving the quality of technical education.
3. That the AICTE in its discretion shall extend the term of the deposit for a further period and/ or forfeit the amount for violation of norms, conditions and requirements prescribed by the AICTE and/ or non-performance by the Institution and/ or closure of the Institution due to withdrawal of AICTE approval or for any other reason. In an event of forfeiture, the proceeds of the fixed deposit shall be utilized for meeting the expenditure towards refunds to the students and others.
4. That all remaining requirements as mentioned under the Regulations and the Approval Process Handbook 2017-18, applicable <name and address of proposed Institution>will be complied within one month from the date of issuance of the approval letter.
5. That the land measuring ……. acres, on which <name of the proposed Institution>is located was not mortgaged for any purpose to any Institution on the date of filing the application and that status is continuing till date and will continue till the date of issuance of the letter of approval.
6. In the event of non-compliance by the <name of the Trust/ Society/ Company>and/ or<name of the proposed Institution>with regard to guidelines, norms and conditions prescribed, as also in the event of violation of any of the undertaking mentioned herein, the AICTE shall be free to take appropriate action including withdrawal of its approval without consideration of any related issues and that all liabilities arising out of such withdrawal will solely be that of the (Society/ Institution/ College).
7. That the facts stated in this Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Name of the authorized person executing the undertaking along with his/ her official position) with (SEAL)

VERIFICATION

I/ We, the above named deponent(s) do hereby verify that the facts stated in the above Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)
(seal)

DEPONENT(s)

Solemnly affirmed and signed before me by the deponent on this- day of – month, 2017 at my office.

(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT[4]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER OF 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER

I I/ We, <name>, Chairman/ President,<name of the Trust/ Society/ Company>,son of ……..., aged…….…… years and, resident of …….,
<name>, Secretary, <name of the Trust/ Society/ Company>,son of ……..., aged…….…… years and, resident of …….,
<name>, Principal/ Director, <name of the Trust/ Society/ Company>,son of..……..., aged..……...… years and, resident of …….……,

in connection with our application dated …… made to AICTE for, *(retain items in the list below as applicable)*

1. Setting up new Technical Institution offering Technical Programme at Diploma/ Post Diploma/ Degree/ Post Graduate diploma Level
2. Change of Site/ Location
3. Conversion of Women's Institution into Co-Ed Institution and vice-versa
4. Conversion of Diploma Level into Degree Level Institutions and vice-versa
5. Extension of approval to existing Technical Institution or Technical Campus
6. Introduction/ Continuation of supernumerary seats for OCI/ PIO/ Foreign Nationals/ Children of Indian workers in Gulf Countries
7. Introduction/ Continuation of seats for sons/ daughters of NRIs
8. Addition of Integrated/ Dual Degree Course in the First Shift in existing Institutions having valid NBA accredited Courses.
9. Fellowship Programme in Management in existing Institutions having valid NBA accredited Courses for Management Programme.

Do here by solemnly affirm state and declare as under:

1. That the information given by <name(s)>in the application made to AICTE is true and complete. Nothing is false and no material has been concealed.
2. That the Institution has uploaded the Occupancy/ Completion Certificate/ Building License/ Form D issued by the Competent Authority and the Structural Stability Certificate.
3. That Principal of the Institution is regular and qualified as per AICTE norms.
4. That the faculty student ratio is maintained as per AICTE norms and the faculty data uploaded is true and complete.
5. That the declaration, information and documents submitted/ uploaded as per Appendix 16/ 17 of Approval Process Handbook 2017-2018 with regard to land, built up area (instructional area, administrative area and amenities area) and other infrastructure therein where the letter of approval/ Extension of Approval is sought for < name of the Institution>is true, complete and nothing is false.
6. That the land is contiguous, there is no dispute pertaining to the said land and is free from all encumbrances.
7. That if any of the information is found to be false, incomplete, misleading and/ or that the<name(s)>fail(s) to disclose all the information and/ or suppress any information and/ or misrepresent the information, I/ we shall be liable to be prosecuted by the Council.

8. That if any of the information is found to be false, incomplete, misleading and/ or that the<name(s)>fail(s) to disclose all the information and/ or suppress any information and/ or misrepresent the information, the Council shall also be free to take any action including Withdrawal of Approval and/ or any other action as deemed fit against the <name(s)>and others as the case may be and/ or the individuals associated with the Society/ Trust/ A Company established under Section 8 of Companies Act, 2013, and/ or the Institution.
9. That the land/built-up area details given below in the Table is true and complete.

<Reproduce only appropriate section(s) related to application in the table below>

Sl. No.	Document No.	Date of Registration	Plot No.	Address (Village) District	Area in acres
				Total area in acres	

Room No.	Room type (mention Class room/ Laboratory/ Toilet, etc.)	Carpet area (in m^2)	Completion of Flooring	Completion of Walls and painting	Completion of Electrification and lighting

10. That I have submitted/ uploaded all the additional documents/ information regarding resolution/ NOC's/ Certificates/ details of building completion (partial/full) in the Portal in respect of our application (as applicable) and the same is true and complete.
11. That I have uploaded the details of faculties, administrative and support staff and also have uploaded the latest salary sheet with details such as pay scale, gross pay, PF deduction and TDS, the same is true and complete.
12. That have uploaded all the student data of the previous year and the same is true and complete.
13. That the declaration, information and documents pertain to the available 50% additional faculty and adhering timing for second Shift (if applicable) is true and complete. Nothing is false and no material has been concealed.
14. That liabilities if any arising out of Conversion of Women's Institution into Co-Ed Institution and vice-versa/ Conversion of Diploma Level into Degree Level Institution shall solely be that of <name of trust/ society/ company/ technical Institution>
15. That liabilities if any arising out of change of Site/ Location shall solely be that of < name of Trust/ Society/ Company/ Technical Institution>
16. That admission to NRI/ PIO/ Foreign Nationals/ Children of Indian workers in Gulf Countries/ collaboration and Fellowship Programme shall be strictly within the limit and shall be done on Merit basis and liability if any arising out of the same shall solely be that of <name of Trust/ Society/ Company/ Technical Institution>
17. That, I/ We, herby undertake to constitute the following Committees as per Approval Process Handbook 2017-18 Appendix 6 before commencement of the Academic Session 2017-18 in respect of <application number><name and address of Institution> :

- Establishment of Anti Ragging Committee **(As per All India Council for Technical Education notified Regulation for prevention and prohibition of ragging in AICTE approved Technical Institutions vide No. 37-3/ Legal/ AICTE/ 2009 dated 01.07.2009)**

- Establishment of Grievance Redressal Committee in the Institution and Appointment of OMBUDSMAN by the University. (**As per All India Council for Technical Education (Establishment of Mechanism for Grievance Redressal) Regulations, 2012, F. No. 37-3/ Lega112012, dated 25.05.2012)**
- Establishment of **Internal Complaint Committee (ICC) (As per Section 4 All India Council for Technical Education (Gender Sensitization, Prevention and Prohibition of Sexual Harassment of Women Employees and Students and Redressal of Grievances in Technical Institutions) Regulations, 2016**
- Establishment of Committee for SC/ ST **(As per the Scheduled Castes and the Scheduled Tribes (Prevention of Atrocities) Act, 1989, No. 33 OF 1989, dated 11.09.1989)**

18. That, the Institution undertakes to submit that all the employments in the Institution shall be as per the norms of the existing Labour Law and the payments shall be as per the provisions of the Minimum Wages Act of State/ Central Government.

(Name, Designation and Address of the Executants)
(seal)
DEPONENT(s)

VERIFICATION

I/ We, the above named deponent(s) do hereby verify that the facts stated in the above Affidavit are true to my knowledge. No part of the same is false and no material has been concealed there from. Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)
(seal)

DEPONENT(s)

Solemnly affirmed and signed before me by the deponent on this- day of – month, 2017 at my office.

(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT[5]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER OF 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER FOR COLLABORATION AND TWINNING PROGRAMME BETWEEN FOREIGN UNIVERSITY/INSTITUTION AND AICTE APPROVED INSTITUTION IN INDIA

I/ We,<name>, son of …….., aged……, resident of ……., do hereby solemnly affirm, state and undertake to comply with the following in connection with my/ our application <application number> Collaboration and Twinning Programme between Foreign University/Institution <name and address of Institution> and AICTE Approved Institution in India <name and address of Institution>

1. That the degree/ diploma and post diploma awarded to the students in India shall be recognized in the parent country and shall be treated equivalent to the corresponding degrees/ diploma and post diploma awarded by the University/ Institution in <Country of origin of University/ Foreign Institution>.
2. That the Institution for which application for approval is being made shall offer Programme and Courses approved by the Council.
3. That the Institution for which application for approval is being made shall admit students as per Intake approved by the Council.
4. That the Institution for which application for approval is being made shall charge fee as approved by the Council.
5. That the Foreign University/ Institution shall declare the detailed guidelines for admission, entry level qualifications, fee of all kinds, the examination and evaluation and that there shall not be major deviations with the prescribed procedures in their parent Country, vis-à-vis India.
6. That the students admitted under the Twinning Programme will spend at least one semester for two years Programme and two semesters for four years of the Course work of the Programme in the Foreign University/ Institution in its parent Country.
7. That admission to Collaboration and Twinning Programme shall be strictly within the limit and shall be done on Merit basis and liability if any arising out of the same shall solely be that of <name of Trust/ Society/ Company/ Technical Institution>
8. That MoU is executed as required which shall provide for those students who fail to get VISA to be accommodated in the local affiliating University/ Institution to continue his/ her education.
9. That the facts stated in this Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Name of the authorized person
Executing the undertaking along with his/ her official position) with (SEAL)

DEPONENT(s)

VERIFICATION

I/ We, the above named deponent(s) do hereby verify that the facts stated in the above Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.
Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)

(seal)

DEPONENT(s)

Solemnly affirmed and signed before me by the deponent on this- day of – month, 2017 at my office.
(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT[6]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER OF 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER FOR ADDITIONAL COURSE/ INCREASE IN INTAKE

I/ We,<name>, Chairman/ President,<name of the Trust/ Society/ Company>,/ Secretary,<name of the Trust/ Society/ Company>, son of …….., aged……, resident of ……., do hereby solemnly affirm, state and undertake to comply with the following in connection with my/ our application <application number> to AICTE for the additional Course/ increase in intake of our Institution <name and address of Institution>,

1. That our Trust <name of the Trust/ Society/ Company> vide resolution……. Resolved to apply for additional Course/ increase in intake in our Institution <name and address of Institution> in the Web-Portal and had paid the requisite Fee as per AICTE norms
2. That we have created all the additional facilities such as infrastructure, hostel (wherever applicable) faculty etc. for meeting the additional Course/ increase in Intake
3. That liabilities, if any, arising out of additional Course/ increase in Intake of <name and address of Institution> shall be solely that of <name of the Trust/ Society/ Company>
4. That the facts stated in this Affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

(Name, Designation and Address of the Executants)
(seal)

VERIFICATION

I/ We, the above named deponent(s) do hereby verify that the facts stated in the above Affidavit are true to my knowledge. No part of the same is false and no material has been concealed there from.

Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)
(seal)

DEPONENT(s)

Solemnly affirmed and signed before me by the deponent on this - day of – month, 2017 at my office.
(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT[7]

FORMAT OF THE AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER OF 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER FOR CHANGE IN NAME OF THE TRUST/ SOCIETY/ COMPANY

I/ We,<name>, Chairman,<name of the Trust/ Society/ Company>,/ Secretary,<name of the Trust/ Society/ Company>, son of …….., aged……, resident of ……., do hereby solemnly affirm, state and undertake to comply with the following in connection with my/ our application <application number> to AICTE for change in the name of Trust/ Society/ Company of our Institution <name and address of Institution>,

1. I/ We will abide by all terms and conditions as laid down in the Approval Process Handbook.
2. That there is no commercial or business angle for change of <name of old Trust/ Society/ Company> to < name of new trust/ society/ company> and also no legal cases pending against the old and new Trust/ Society/ Company.
3. That in the event of non-compliance by the <name of the Trust/ Society/ Company> and/ or <name of the proposed Institution> with regard to guidelines, norms and conditions prescribed, as also in the event of violation of any of the undertaking mentioned herein, the AICTE shall be free to take appropriate action including withdrawal of its approval without consideration of any related issues and that all liabilities arising out of such withdrawal shall solely be that of the Trust/ Society/ Company / Institution.
4. That there are no legal issues pending with both old and new Trust/ Society/ Company.
5. That there are no financial liabilities in the old Trust/ Society/ Company name.
6. That the land and building are in the name of new Trust/ Society/ Company.
7. That liabilities, if any, arising out of change of name of Trust/ Society/ Company shall be solely that of new <name of the Trust/ Society/ Company>
8. That the facts stated in this affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Name of the authorized person executing the undertaking along with his/ her official position) with (SEAL)

VERIFICATION

I/ We, the above named deponent do hereby verify that the facts stated in the above affidavit are true to my/ our knowledge. No part of the same is false and no material has been concealed there from.

Verified at <name of the place> on this the <date>.

(Name, Designation and Address of the Executants)
(seal)

DEPONENT(s)

Solemnly affirmed and signed before me by the deponent on this- day of – month, 2017 at my office.
(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

AFFIDAVIT[8]

FORMAT OF AFFIDAVIT TO BE SUBMITTED BY THE APPLICANT ON A NON-JUDICIAL STAMP PAPER OF 100/ - DULY SWORN BEFORE A FIRST CLASS JUDICIAL MAGISTRATE OR NOTARY OR AN OATH COMMISSIONER FOR RELEASE OF FDR

I/ We, <Name, Chairman of the Trust/ Society or Secretary <Name of Trust/ Society/ Company Son of …….Aged……Resident of …… Do hereby state on affirmation that institution viz…….. had created Cumulative Fixed Deposit Receipt No. ……Dated for Rs…….. for the maturity period of 8 or 10 year from …… to…… in joint name of Secretary, <name of Trust and the Regional Officer,…….., AICTE,….. maturity of said FDR deposited towards …… Programme was due on <date >
I, hereby state on affirmation that

1. No cognizable action is pending against the Institution.
2. All the conditions of LoI and LoA have been fulfilled by the Institution.
3. The Institution is functioning at its approved permanent site.
4. The Institution is not operating in a temporary site.
5. The Institution has not been put under no admission category.
6. No enquiry is pending against the Institution.
7. No adverse action is being contemplated against the Institution.
8. No fee refund case is pending in the Institution.
9. No ragging case has occurred in the Institution.
10. No complaint is pending under investigation relating to misappropriation/ defalcation/ embezzlement of money by the Institution/ Trust/ Society/ Company.
11. The said FDR was not mortgaged and not renewed.

Further, in case if any violation is found, the amount of FDR will be resubmitted to the AICTE by the Trust.

Name of the authorized person executing the undertaking along with his/ her Official Position with (SEAL)

VERIFICATION

I, the above name deponent do hereby verify that the facts started in the above affidavit are true to my knowledge. No, part of the same is false and no material has been concealed there from.

Verified at <Name of the Place> on this the <date

(Name Designation and Address of the Executants)
(Seal)

DEPONENT(s)

Solemnly affirmed and signed before me by the deponent on this- day of – month, 2017 at my office.
(Judicial first Class Magistrate/ Notary Public/ Oath Commissioner)

CERTIFICATE[1]

CERTIFICATE OF AN ADVOCATE
(TO BE PRODUCED IN THE LETTERHEAD OF ADVOCATE)

The copies of <Trust/ Society/ Company> registration documents, land documents, land use Certificate, land conversion Certificate in respect of application submitted by <name and address of the applicant> who is an applicant for establishment of new Technical Institution offering technical education Programmes were provided to me by <name and address of the applicant>for verification regarding their authenticity and appropriateness.

A. Trust/ Society/ Company Registration Documents:

Registration Certificate No.	
Date of Registration	
Registered at	
Registered under act	

1. I have verified the above-mentioned Trust/ Society/ Company registration documents from the office of <Competent Authority>.
2. The above-mentioned Trust/ Society/ Company registration documents are/ are not registered at the office of <Competent Authority>.
3. The above-mentioned Trust/ Society/ Company Registration Documents are/ are not authentic.

B. Land Documents:

Sl. No.	Document No.	Survey No.	Registration No. and Date	Land Area in acres
			Total Area (in acres)	

I hereby certify that:
1. I have verified the above-mentioned land documents from the Sub Registrar Office <place>
2. The above-mentioned land documents are/ are not registered at Sub Registrar Office <place>
3. The above-mentioned land documents are/ are not authentic.
4. The above-mentioned land documents are/ are not in the name of applicant.
5. The title of the land pertaining to the above-mentioned land documents is/ is not clear.
6. The applicant is/ is not in lawful possession of the land pertaining to the above-mentioned land documents.

C. Land Use Certificate:

Letter No.	
Letter dated	
Issued by	

Extent of Land	

I hereby certify that:

1. The Competent Authority to issue the Land Use Certificate respect of Land under reference and for the proposed Institution mentioned above is ……..
2. It has/ has not been approved by the Competent Authority.
3. I verified the above-mentioned land use Certificate from the Office of<Competent Authority>.
4. The above-mentioned land use Certificate is/ is not authentic.
5. It has been/ not been issued for the full extent of Land.

D. Land Conversion Certificate:

Letter No.	
Letter dated	
Issued by	
Extent of Land	

I hereby certify that:

1. The Competent Authority to issue the Land Conversion Certificate respect of Land, under reference and for the proposed Institution mentioned above is ……..
2. It has/ has not been approved by the Competent Authority.
3. I verified the above-mentioned land conversion Certificate from the Office of <Competent Authority>.
4. The above-mentioned land conversion Certificate is/ is not authentic.
5. It has been/ not been issued for the full extent of Land.

E. Land Classification Certificate:

Letter No.	
Letter dated	
Issued by	
Land Classification	

I hereby certify that:

1. The Competent Authority to issue the Land Classification Certificate respect of Land, under reference and for the proposed Institution mentioned above is ……..
2. It has/ has not been approved by the Competent Authority.
3. I verified the above-mentioned Land Classification Certificate from the Office of <Competent Authority>.
4. The above-mentioned Land Classification Certificate is/ is not authentic.
5. It has been/ not been issued for the full extent of Land.

Signature of the Advocate Seal/ Stamp of the advocate

Name of the Advocate	……	Practicing at	……..
Registration No.	……		
Date	……..……	Place:	……..

CERTIFICATE[2]

CERTIFICATE OF AN ARCHITECT REGISTERED WITH COUNCIL OF ARCHITECTURE
(TO BE PRODUCED IN THE LETTERHEAD OF ARCHITECT)

The copies of approved site plan and building plans in respect of application submitted by <name and address of the applicant> who is an applicant for establishment of new Technical Institution<name of the Institutions> at <address> were provided to me by <name and address of the applicant>for verification regarding their authenticity and appropriateness.

Details of Site Plan and Building Plans

Plans approved by	
Approval Number	
Date of Approval	

I hereby certify that:

1. The Competent Authority for approving the site plan and building plans of an educational Institution at the proposed site mentioned above is ……..
2. I have verified the above-mentioned site plan and building plans from the office of <Competent Authority>.
3. The above-mentioned site plan and building plans have/ have not been approved by the Competent Authority.
4. The above-mentioned site plan and building plans are/ are not authentic.
5. Construction of building admeasuring with the following details has been completed in all respects as per the approved building plan.

Sl. No.	Room No	Room type (mention Class room/ Laboratory/ Toilet, etc.)	Carpet area (in m^2)	Completion of Flooring	Completion of Walls and painting	Completion of Electrification and lighting

Details of the Occupancy/ Completion Certificate/ Building License/ Form D

Certificate approved by	
Approval Number	
Date of Approval	

Structural Stability Certificate

Certificate approved by	
Approval Number	
Date of Approval	

I hereby certify that:

1. The Competent Authority for approving the Occupancy/ Completion Certificate/ Building License/ Form D/ Structural Stability Certificate mentioned above is ……..
2. I have verified the above-mentioned Certificates from the office of <Competent Authority>.
3. The above-mentioned Certificates have/ have not been approved by the Competent Authority.
4. The above-mentioned Certificates are/ are not authentic.

Signature of the Architect		**Seal**	
Name of the Architect Registration No	…… …… …… ……		
Date :	…… ……	Place :	…… ……

CERTIFICATE[3]

CERTIFICATE OF THE BANK MANAGER WHERE THE APPLICANT HAS A BANK ACCOUNT

(TO BE PRODUCED IN THE LETTERHEAD OF BANK DULY SIGNED BY THE BANK MANAGER)

The copies of documents pertaining to the funds position i.e. the bank statement and/ or Fixed Deposit Receipts in respect of application submitted by <Name and address of the applicant> who is an applicant for establishment of new Technical Institution<Name of the Institution> at <address>) were provided to me by <name and address of the applicant>for verification regarding their authenticity and appropriateness.

A. **Bank Statement**

Name of the Account Holder	
Account Number	
Name and Address of the Bank	

It is certified that,

i. I verified the above-mentioned bank account from <name and address of bank>.
ii. The above-mentioned bank account is in the name of ……...
iii. The above-mentioned bank account is/ is not authentic.
iv. The balance in the above-mentioned bank account as on today, i.e. <dd/ mm/ yyyy>is ……..

B. **Fixed Deposits**

Sl. No.	FDR Number	Date of Deposit	Date of Maturity	Amount	Name and Address of Bank
			Total Amount		

It is certified that,

1. I have verified the above-mentioned FDRs from our Branch/ Bank.
2. The above-mentioned FDRs are/ are not in the name of the applicant under reference mentioned above.
3. The above-mentioned FDRs are/ are not authentic.
4. There are no loans or mortgage of FDRs

Signature of the BANK MANAGER		**Seal**
Name of the BANK MANAGER	…… ……	
Date	…… …… Place:	…… ……

FORMAT[1]

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT FOR CHANGE OF SITE/ LOCATION OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held on …….at ……. vide item no. ……. have resolved to Change of Site/ Location of the Institution from <name of the Institution>at<address>, (Old)to<name of the Institution>at<address>, (New)

Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <State Government>…….. has no objection for Change of Site/ Location of the Institution from <name of the Institution>at<address>, (Old) to<name of the Institution>at<address>, (New)

Liabilities if any on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Authorized Signatory
<State Government/ UT>

FORMAT[2]

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD FOR CHANGE OF SITE/ LOCATION OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held on …….at …….. vide item no. ……. have resolved to Change in name of Site/ Location of the Institution from <name of the Institution>at<address>, (Old) to<name of the Institution>at<address>, (New)

Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <Affiliating University/ Board >…….. has no objection for Change of Site/ Location of the Institution from <name of the Institution>at<address>, (Old) to<name of the Institution>at<address>, (New)

Liabilities if any on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Registrar/ Director
<Affiliating University/ Board >

FORMAT[3]

RESOLUTION FOR CHANGE OF SITE/ LOCATION OF THE INSTITUTION

That the Trust/ Society vide its Executive meeting held on …….at ……. vide item no.

……. have resolved, for Change of Site/ Location of the Institution from <name of the Institution>at<address>, (Old)to<name of the Institution>at<address>, (New)<Name of the Trust/ Society>shall allocate required funds for procurement of …… acres of land, constructed required built-up area and ready to Shift the Institution on account of approval of Change of Site/ Location of the Institution from<name of the Institution>at<address>, (Old)to <name of the Institution>at<address>, (New) <name of the Trust/ Society>shall also allocate required funds for meeting liabilities on account of such

(Signature and name of Chairman/ Secretary of parent organization),

(Designation), (Name of the organization)

FORMAT[4]

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT FOR CLOSURE OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held on …….at …….. vide item no. ……. have resolved for closure of Institution

<name of the Institution>at<address>,

Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <State Government/ UT>…….. has no objection for Closure of the Institution

1. <name of the Institution>at<address>,
2. <Course1 (Intake…),..Course2 (Intake…) at<name of the Institution> at <address>

Liabilities if any on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Authorized Signatory
<State Government/ UT>

FORMAT[5]

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD FOR CLOSURE OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held on ……at …….. vide item no. ……. have resolved for Closure of the Institution
<name of the Institution>at<address>,
Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <Affiliating University/ Board >…….. has no objection for Closure of the Institution.

1. <name of the Institution> at <address>,
2. <Course1 (Intake…),..Course2 (Intake…),..> at <name of the Institution> at <address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Mention Programmes and Courses where Closure of Institution/ Programme is applied for :

Programme	Shift	Level	Course	year of Establishment	d-4 a		d-3 b		d-2 c		d-1 d		Current Academic Year e		Total No. of students studying in the Institution as on date
					"Approved Intake"	Actual Admission	"Approved Intake"	Actual Admission	"Approved Intake"	Actual Admission	"Approved Intake"	Actual Admission	"Approved Intake"	Actual Admission	

Registrar/ Director
<Affiliating University/ Board >

FORMAT[6]

RESOLUTION FOR CLOSURE OF THE INSTITUTION

That the Trust/ Society vide its Executive meeting held on …….at ……. vide item no. ……. have resolved that, <name of the Institution>shall apply for closure of the<name of the Institution <Name of the Trust/ Society>shall allocate required funds for meeting liabilities on account of such closure of the<name of the Institution>at<address>.

(Signature and name of Chairman/ Secretary of parent organization),

(Designation), (Name of the organization)

FORMAT[7]

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT FOR CONVERSION OF WOMEN'S INSTITUTION TO CO-ED INSTITUTION AND VICE-VERSA

The <name of the Trust/ Society>vide its Executive meeting held on …….at ……. vide item no. ……. have passed a resolution for Conversion of Women's Institution to Co-Ed Institution/ Co-Ed Institution to Women's Institution*

<name of the Institution>at<address>,

Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <State Government/ UT >…….. has no objection for Conversion of Women's Institution to Co-Ed Institution/ Co-Ed Institution to Women's Institution*<name of the Institution> at <address>,

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Authorized Signatory
<State Government/ UT>

*Strike off whichever is not applicable

FORMAT[8]

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD FOR CONVERSION OF WOMEN'S INSTITUTION TO CO-ED INSTITUTION AND VICE-VERSA

The <name of the Trust/ Society>vide its Executive meeting held on …….at ……. vide item no. ……. have resolved for Conversion of Women's Institution to Co-Ed Institution/ Co-Ed Institution to Women's Institution*.
<name of the Institution>at<address>,
Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <Affiliating University/ Board >…….. has no objection for Conversion of Women's Institution to Co-Ed Institution/ Co-Ed Institution to Women's Institution*.

The status of admission for last three Academic Years from the Academic Year of application (D)

Sl. No.	Academic Year	Admission status		
		"Approved Intake"	Actual admission	Percentage
1.	D – 1			
2.	D – 2			
3.	D – 3			

Liabilities if any on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Registrar/ Director
<Affiliating University/ Board >

*Strike off whichever is not applicable

FORMAT[9]

RESOLUTION FOR CONVERSION OF WOMEN'S INSTITUTION TO CO-ED INSTITUTION AND VICE-VERSA

That the Trust/ Society vide its Executive meeting held on …….at ……. vide item no. ……. have resolved for the Conversion of existing Women's Institution to Co-Ed Institution/ Co-Ed Institution to Women's Institution*<name of the Institution>at<address>, to Co-Ed Institution in the name of<proposed <name of the Institution.

<Name of the Trust/ Society>shall allocate required funds for creation of additional carpet and built-up area and requisite facilities as applicable in respect of conversion.

(Signature and name of Chairman/ Secretary of parent organization),

(Designation), (Name of the organization)

*Strike off whichever is not applicable

FORMAT[10]

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT FOR CONVERSION OF DIPLOMA LEVEL INTO DEGREE LEVEL AND VICE-VERSA

The <name of the Trust/ Society>vide its Executive meeting held on …….at ……. vide item no. ……. have passed a resolution for Conversion of Diploma Level into Degree Level/ Degree Institution to Diploma Institution*

<name of the Institution>at<address>,

Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <State Government/ UT >…….. has no objection for Conversion of Diploma Level into Degree Level/ Degree Institution to Diploma Institution*<name of the Institution> at <address>,

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Authorized Signatory
<State Government/ UT>

*Strike off whichever is not applicable

FORMAT[11]

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD FOR CONVERSION OF DIPLOMA LEVEL INTO DEGREE LEVEL AND VICE-VERSA

The <name of the Trust/ Society>vide its Executive meeting held on …….at ……. vide item no. ……. have resolved for Conversion of Diploma Level into Degree Level/ Degree Institution to Diploma Institution*.

<name of the Institution>at<address>,
Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <Affiliating University/ Board >…….. has no objection for Conversion of Diploma Level into Degree Level/ Degree Institution to Diploma Institution*.

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Registrar/ Director
<Affiliating University/ Board >

*Strike off whichever is not applicable

FORMAT[12]

RESOLUTION FOR CONVERSION OF DIPLOMA LEVEL INTO DEGREE LEVEL AND VICE-VERSA

That the Trust/ Society vide its Executive meeting held on …….at ……. vide item no. ……. have resolved for the Conversion of Diploma Level into Degree Level/ Degree Institution to Diploma Institution*< in the name of<proposed name of the Institution>at<address><name of the Institution.

<Name of the Trust/ Society>shall allocate required funds for creation of requisite facilities as applicable.

(Signature and name of Chairman/ Secretary of parent organization),

(Designation), (Name of the organization)

*Strike off whichever is not applicable

FORMAT[13]

RESOLUTION FOR ESTABLISHMENT OF NEW TECHNICAL INSTITUTION

That the Trust/ Society vide its Executive meeting held on …….at ……. vide item no. ……. have resolved that,<name of the Trust/ Society>shall apply to AICTE for approval to start<name of the Institution>to offer technical education in<Programme>and shall allocate,
land at <complete address with survey numbers, plot numbers> measuring …… acres, earmarked for the proposed <name of the Technical Institution> at <full address>
required funds for creation of carpet and built-up area in <name of the Institution>at<address>,as required for proposed Technical Institution namely, <name of the Institution>,and shall allocate required funds for procurement of equipment, furniture and other required entities for smooth functioning of the same.

(Signature and name of Chairman/ Secretary of parent organization),
(Designation), (Name of the organization)

FORMAT[14]

RESOLUTION FOR INCREASE IN INTAKE/ ADDITION OF COURSE(S) / ADDITION OF INTEGRATED/ DUAL DEGREE COURSES/ FELLOWSHIP PROGRAMME IN MANAGEMENT

That the Trust/ Society vide its Executive meeting held on …….at ……. vide item no. ……. have resolved that,<name of the Trust/ Society>shall allocate required funds for creation of additional carpet and built-up area in <name of the Institution>at<address>,as required for <additional Programme>/ <additional Course>/ <additional Intake in … Course(s)>/ <Integrated Courses>in <name of the Institution>,and shall allocate required funds for procurement of equipment, furniture and other required entities for smooth functioning of the same.

(Signature and name of Chairman/ Secretary of parent organization),
(Designation), (Name of the organization)

FORMAT[15]

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY FOR INTEGRATED/ DUAL DEGREE COURSES

The <name of the trust / society> vide its executive meeting held on ……at ……... vide item no. ……. have resolved to apply for Integrated course <name of the course> in their <name of the Institution> at <address>

Vide application ref. No…… Date: …….made by the Society / Trust Name……Address as at…….., This is to confirm that the <Affiliating University / Board >…….. has no objection for starting the integrated course <name of the course> at <name of the Institution> at <address>. Also it is confirmed that the said Integrated Course is available in the approved nomenclature of the university

Liabilities if any on this count shall be the sole responsibility of the applicant of the Society / Trust and shall be settled as per the rules and regulations as applicable

Registrar / Director
<Affiliating University / Board >

FORMAT[16]

RESOLUTION FOR INTRODUCTION OF SUPERNUMERARY SEATS FOR OCI/ PIO/ FOREIGN NATIONALS/ CHILDREN OF INDIAN WORKERS IN GULF COUNTRIES

That the Trust/ Society vide its Executive meeting held on …….at ……. vide item no. ……. have resolved that, <name of the Trust/ Society> shall apply to AICTE for introduction of OCI/ PIO/ Foreign Nationals/ Children of Indian workers in Gulf Countries in the following < Programme/ Courses> and resolved to allocate required funds for creation of suitable hostel/ residential accommodation for the Foreign national students/ persons of Indian origin and children of Indian workers in gulf countries at <address> and shall also allocate required funds for procurement of furniture and other required entities for smooth functioning of the same.

(Signature and name of Chairman/ Secretary of parent organization),
(Designation), (Name of the organization)

FORMAT[17]

RESOLUTION FOR INTRODUCTION OF SEATS FOR SONS/ DAUGHTERS OF NRI

That the Trust/ Society vide its Executive meeting held on …….at ……. vide item no. ……. have resolved that, <name of the Trust/ Society> shall apply to AICTE for introduction of NRI in the following < Programme/ Courses> and resolved to allocate required funds for procurement of required entities for smooth functioning of the same.

(Signature and name of Chairman/ Secretary of parent organization),
(Designation), (Name of the organization)

FORMAT[18]

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT FOR CHANGE IN NAME OF THE COURSE(S)/ CLOSURE OF COURSE(S)/ PROGRAMME(S)

The <name of the Trust/ Society>vide its Executive meeting held on …….at ……. vide item no. ……. have resolved for closure of Course(s)/ Programme(s)/ Reduction in Intake
<name of the Institution>at<address>,
<Course1 (Intake…),..Course2 (Intake…),..>at<name of the Institution>at<address>
Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <State Government/ UT>…….. has no objection for Closure of Course(s)/ Programme(s)/ reduction in Intake

1. <name of the Institution>at<address>,
2. <Course1 (Intake…),..Course2 (Intake…),..>at<name of the Institution>at<address>

1. Re-arrangement of current students/ students who were admitted in these Courses in the previous years and who are trailing due to failures, etc. in the following Table.

Course requested for closure	Number of current students	Number of students admitted in these Courses in the previous years and who are trailing due to failures	Details about re-arrangements of students

2. Current staff strength, re-arrangements and dues, if any shall be settled as per existing norms and Regulations on that behalf.

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Authorized Signatory
<State Government/ UT>

FORMAT[19]

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD FOR CHANGE IN NAME OF THE COURSE(S)/ CLOSURE OF COURSE(S)/ PROGRAMME(S)

The <name of the Trust/ Society>vide its Executive meeting held on …….at ……. vide item no. ……. have resolved to Closure of Course(s)/ Programme(s)/ reduction in Intake/ Introduction of Integrated Course …..

<name of the Institution>at<address>,
<Course1 (Intake…),..Course2 (Intake…),..>at<name of the Institution>at<address>
Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <Affiliating University/ Board >…….. has no objection for closure of Course (s)/ Programme/ Reduction in Intake

1. <name of the Institution> at <address>,
2. <Course1 (Intake…),..Course2 (Intake…),..> at <name of the Institution> at <address>

1. Re-arrangement of current students/ students who were admitted in these Courses in the previous years and who are trailing due to failures, etc. in the following table.

Course requested for closure	Number of current students	Number of students admitted in these Courses in the previous years and who are trailing due to failures	Details about re-arrangements of students

- Current staff strength, re-arrangements and dues, if any shall be settled as per existing norms and Regulations on that behalf.

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Registrar/ Director
<Affiliating University/ Board >

FORMAT[20]

RESOLUTION FOR CHANGE IN NAME OF THE COURSE(S)/ CLOSURE OF COURSE(S)/ PROGRAMME(S)/ REDUCTION IN INTAKE

<retain paragraphs as applicable>
That the Trust/ Society vide its Executive meeting held on …….at ……. vide item no. ……. have resolved that,
<name of the Trust/ Society>shall allocate required funds for meeting liabilities on account of such closures in the<name of the Institution>at<address>,as required for <closure of Programme> and/ or <closure of Course>/ <reduction in Intake> in <name of the Institution>.
<name of the Institution>shall apply for,

1. Reduction in Intake in <Course1>, from <current Intake> to <reduced Intake>, <Course2>, from <current Intake> to <reduced Intake>
2. Closure of Programme<Programme1>,<Programme2>..
3. Closure of Course(s)<Course1>, <Course2>..

(Signature and name of Chairman/ Secretary of parent organization),
(Designation), (Name of the organization)

FORMAT[21]

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT FOR CHANGE IN NAME OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held on …….at ……. vide item no. ……. have resolved to Change in name of the Institution from <name of the Institution>at<address>to<name of the Institution>at<address>

Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <State Government>…….. has no objection for Change in name of the Institution from <name of the Institution>at<address>to<name of the Institution>at<address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Authorized Signatory
<State Government/ UT>

Note : The applicants shall not name the Technical Institution in such a way that the abbreviated form of the name of the Technical Institution becomes IIM or IIT or IISc or NIT or AICTE or UGC or MHRD or GoI. The applicant shall also not use the word(s) Government, India, Indian, National, All India, All India Council, Commission anywhere in the name of the Technical Institution and other names as prohibited under the Emblems and Names (Prevention of Improper Use) Act, 1950. Provided that the restrictions mentioned above shall not be applicable, if the Technical Institution is established by Government of India or its name is approved by the Government of India.

FORMAT[22]

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD FOR CHANGE IN NAME OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held on …….at ……... vide item no. ……. have resolved to Change in name of the Institution from<name of the Institution>at<address>to<name of the Institution>at<address>

Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <Affiliating University/ Board >…….. has no objection for Change in name of the Institution from<name of the Institution>at<address>to<name of the Institution>at<address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Registrar/ Director
<Affiliating University/ Board >

Note: The applicants shall not name the Technical Institution in such a way that the abbreviated form of the name of the Technical Institution becomes IIM or IIT or IISc or NIT or AICTE or UGC or MHRD or GoI. The applicant shall also not use the word(s) Government, India, Indian, National, All India, All India Council, Commission anywhere in the name of the Technical Institution and other names as prohibited under the Emblems and Names (Prevention of Improper Use) Act, 1950. Provided that the restrictions mentioned above shall not be applicable, if the Technical Institution is established by Government of India or its name is approved by the Government of India.

FORMAT[23]

RESOLUTION FOR CHANGE IN NAME OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held on …….at ……... vide item no. ……. have resolved to Change Name of the Institution from<Name of the Institution>(Old)at<address>to<Name of the Institution>(New)

(Signature and name of Chairman/ Secretary of parent organization)

(Designation), (Name of the organization)

FORMAT[24]

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT FOR CHANGE IN NAME OF THE TRUST/ SOCIETY/ COMPANY OF THE INSTITUTION

The <name of the Trust/ Society> vide its Executive meeting held on …….at ……... vide item no. ……. have resolved to Change the name of the Trust/ Society/ Company from <name of the present Trust/ Society/ Company > at <address> to <name of the New Trust/ Society/ Company > at <address>

Vide application ref. No…… Date: …….made by the Trust/ Society/ Company Name……Address as at…….., This is to confirm that the < State Government/ UT>…….. has no objection for Change of Trust/ Society/ Company from <name of the present Trust/ Society/ Company > at <address> to <name of the new Trust/ Society/ Company > at <address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Trust/ Society/ Company and shall be settled as per the rules and Regulations as applicable.

Authorized Signatory
<State Government/ UT>

FORMAT[25]

NO OBJECTION CERTIFICATE FROM AFFILIATING UNIVERSITY/ BOARD FOR CHANGE IN NAME OF THE TRUST/ SOCIETY/ COMPANY OF THE INSTITUTION

The <name of the Trust/ Society> vide its Executive meeting held on …….at ……... vide item no. ……. have resolved to Change the name of the Trust from <name of the present Trust> at <address> to <name of the New Trust> at <address>

Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <Affiliating University/ Board >…….. has no objection for Change of Trust from <name of the present Trust> at <address> to <name of the new Trust> at <address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Registrar/ Director
<Affiliating University/ Board >

FORMAT[26]

RESOLUTION FOR CHANGE IN NAME OF THE TRUST/ SOCIETY/ COMPANY OF THE INSTITUTION

The <name of the Trust/ Society>vide its Executive meeting held on …….at …….. vide item no. ……. have resolved to Change Name of the **Trust/ Society/ Company** from<Name of the **Trust/ Society/ Company**>(Old)at<address>to<Name of the **Trust/ Society/ Company**>(New)

(Signature and name of Chairman/ Secretary of parent organization)

(Designation), (Name of the organization)

FORMAT[27]

NO OBJECTION CERTIFICATE FROM STATE GOVERNMENT/ UT FOR CHANGE OF AFFILIATING UNIVERSITY/ BOARD OF THE INSTITUTION

The <name of the Trust/ Society> vide its Executive meeting held on …….at ……... vide item no. ……. have resolved to Change the Affiliating University/ Board from <name of the present University> at <address> to <name of the New University> at <address>

Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <<State Government/ UT>…….. has no objection for Change of Affiliating University/ Board from <name of the present University> at <address> to <name of the new University> at <address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable.

Authorized Signatory
<State Government/ UT>

FORMAT[28]

NO OBJECTION CERTIFICATE FROM THE AFFILIATING UNIVERSITY/ BOARD WHERE THE INSTITUTION IS AFFILIATED FOR CHANGE IN NAME OF THE AFFILIATING UNIVERSITY/ BOARD OF THE INSTITUTION

The <name of the Trust/ Society> vide its Executive meeting held on ……..at ……... vide item no. ……. have resolved to Change the Affiliating University/ Board from <name of the present University/ Board> at <address> to <name of the New University/ Board> at <address>

Vide application ref. No…… Date: ……made by the Society/ Trust Name……Address as at…….., This is to confirm that the <Affiliating University/ Board >…….. has no objection for Change of Affiliating University/ Board from <name of the present University/ Board> at <address> to <name of the new University> at <address>

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Registrar/ Director
<Affiliating University/ Board >

FORMAT[29]

NO OBJECTION CERTIFICATE FROM THE AFFILIATING UNIVERSITY/ BOARD WHERE THE INSTITUTION SEEKS AFFILIATION FOR CHANGE IN NAME OF THE AFFILIATING UNIVERSITY/ BOARD OF THE INSTITUTION

The <name of the Trust/ Society> vide its Executive meeting held on ……..at ……... vide item no. ……. have resolved to Change the Affiliating University/ Board from <name of the present University/ Board> at <address> to <name of the New University/ Board> at <address>

Vide application ref. No…… Date: …….made by the Society/ Trust Name……Address as at…….., This is to confirm that the <Affiliating University/ Board >…….. has no objection for affiliating < name of the Institution> from <name of the present University/ Board> at <address> .

Liabilities, if any, on this count shall be the sole responsibility of the applicant of the Society/ Trust and shall be settled as per the rules and Regulations as applicable

Registrar/ Director
<Affiliating University/ Board >

FORMAT[30]

RESOLUTION FOR CHANGE IN NAME OF THE AFFILIATING UNIVERSITY/ BOARD OF THE INSTITUTION

That the Trust/ Society vide its Executive meeting held on …….at ……. vide item no. ……. have resolved that, <name of the Trust/ Society> shall apply to AICTE for change of Affiliating University/ Board from<present University/ Board > to <the new university/ Board> and allocate required funds for meeting the liabilities on account of such changes, also it is resolved that, < name of the Trust/ Society/ Company > shall apply for NOC to the state government and to both the universities.

(Signature and name of Chairman/ Secretary of parent organization),
(Designation), (Name of the organization)

Annexure 1

DISTRICTS UNDER SUB-MISSION SCHEME

S. No.	DISTRICTS
J&K	
1	Kupwara
2	Baramula
3	Badgam
4	Pulwama
5	Anantnag
6	Doda
7	Udhampur
8	Punch
9	Rajauri
10	Kathua
11	Bandipora
12	Ganderbal
13	Kulgam
14	Shopian
15	Ramban
16	Kishtawar
17	Reasi
18	Samba
HIMACHAL PRADESH	
19	Lahul and Spiti
20	Kullu
21	Bilaspur
22	Kinnaur
23	Sirmour
UTTAR PRADESH	
24	Kannauj
25	Auraiya
26	Kaushambi
27	Shrawasti
28	Balrampur
29	Siddharthnagar
30	Sant Kabir Nagar
31	Mahrajganj
32	Kushinagar
33	Sant Ravidas Nagar (Bhadohi)
34	Kanpur Dehat
35	Etah
36	Sonbhadra
37	Jyotiba Phule Nagar
38	Hamirpur
39	Chitrakoot
40	Bijnor
41	Moradabad
42	Rampur
43	Agra
44	Firozabad

S. No.	DISTRICTS
45	Mainpuri
46	Budaun
47	Pilibhit
48	Shabjahanpur
49	Kheri
50	Hardoi
51	Unnao
52	Fatehpur
53	Pratapgarh
54	Barabanki
55	Ambedkar Nagar
56	Bahraich
57	Basti
58	Deoria
59	Ghazipur
60	Varanasi
61	Mirzapur
62	Gonda
63	Azamgarh
64	Balia
BIHAR	
65	Pashchim Champaran
66	Purab Champaran
67	Sheohar
68	Sitamarhi
69	Madhubani
70	Supaul
71	Araria
72	Katihar
73	Madhepura
74	Siwan
75	Vaishali
76	Samastipur
77	Khagaria
78	Banka
79	Munger
80	Lakhisaraj
81	Sheikhpura
82	Nalanda
83	Bhojpur
84	Buxar
85	Kaimur (Bhabua)
86	Rohtas
87	Jehanabad
88	Aurangabad
89	Nawada
90	Jamui

S. No.	DISTRICTS
91	Arwal
92	Kishanganj
93	Darbhanga
94	Gopalgaj
95	Saran
96	Begusarai
97	Bhagalpur
98	Gaya
SIKKIM	
99	North District
100	West District
ARUNCHAL PRDESH	
101	West Kameng
102	East Kameng
103	Lower Subansiri
104	East Siang
105	Lohit
106	Changlang
107	Tirap
108	Kurung Kumey
109	Anjaw
110	Lower Dibang Valley
NAGALAND	
111	Mon
112	Tuensang
113	Wokha
114	Dimapur
115	Phek
116	Peren
MIZORAM	
117	Mamit
118	Kolasib
119	Champhai
120	Serchhip
121	Lawngtlai
122	Saiha
MANIPUR	
123	Senapati (Excl. 3 sub-divisions)
124	Tamenglon
125	Churachandpur
126	Bishnupur
127	Thoubal
128	Imphal East
129	Ukhrul
130	Chandel
TRIPURA	
131	South Tripura
132	Dhalai
133	North Tripura
MEGHALAYA	
134	East Garo Hills
135	South Garo Hills

S. No.	DISTRICTS
136	West Khasi Hills
137	Ri Bhoi
ASSAM	
138	Dhubri
139	Goalpara
140	Barpeta
141	Nalbari
142	Darrang
143	Marigaon
144	Sonitpur
145	Lakhimpur
146	Dhemaji
147	Tinsukia
148	Sibsagar
149	North Cachar Hills
150	Karimganj
151	Hailakandi
152	Udalgiri
153	Chirrang
154	Baska
155	Kamrup Rural
156	Nagaon
157	Golaghat
158	Karbi Anglong
WEST BENGAL	
159	Dakshin Dinajpur
160	Jalpaiguri
161	Uttar Dinajpur
162	Maldah
163	Birbhum
164	Nadia
165	North Twenty Four Parganas
166	Bankura
167	Puruliya
168	Medinipur
169	South Twenty Four Parganas
JHARKHAND	
170	Garhwa
171	Hazaribagh
172	Giridih
173	Deoghar
174	Godda
175	Sahibgani
176	Pakaur
177	Lohardang
178	Gumla
179	Pashchimi Singhbhum
180	Chatra
181	Palamau
182	Jamtara
183	Khunti
184	Ramgarh

S. No.	DISTRICTS
185	Simdega
186	Dumka
ORISSA	
187	Sambalur
188	Debagarh
189	Kendrapara
190	Jagatsinghapur
191	Jajapur
192	Nayagarh
193	Puri
194	Gajapati
195	Baudh
196	Sonapur
197	Nuapada
198	Kalahandi
199	Nabarangapur
200	Malkangiri
201	Angul
202	Mayurbhanj
203	Bolangir
204	Baragarh
205	Koraput
206	Bhadrak
207	Balasore
208	Khandmal
CHHATISGARH	
209	Koriya
210	Jashpur
211	Kanker
212	Dantewada
213	Narayanur
214	Bijapur
215	Surguja
216	Janjgir – Champa
217	Bilaspur
218	Raipur
219	Bastar
MADHYA PRADESH	
220	Sheopur
221	Datia
222	Shivpuri
223	Rewa
224	Umaria
225	Mandsaur
226	Shajapur
227	Dewas
228	Raisen
229	Katni
230	Dindori
231	Anoopur
232	Alirajpur
233	Sidhi

S. No.	DISTRICTS
234	Bhind
235	Tikamgarh
236	Panna
237	Barwani
238	Rajgarh
239	Sehore
240	Hoshangabad
GUJARAT	
241	Narmada
242	Tapi
243	Junagadh
244	Kheda
245	Navsari
DAMAN and DIU	
246	Diu
HARYANA	
247	Yamuna Nagar
248	Kurukshetra
249	Fatehabad
250	Panchkula
251	Kaithal
252	Panipat
253	Rewari
PUNJAB	
254	Kapurthala
255	Nawanshehr
256	Barnala
257	Fatehgarh Sahib
258	Mansa
259	Faridkot
260	Muktasar
RAJASTHAN	
261	Pratapgarh
262	Nagaur
263	Jalor
264	Baran
265	Bhilwara
266	Bundi
267	Dausa
268	Dholpur
269	Dungarpur
270	Hanumangarh
271	Jaiselmer
272	Jhunjhunu
273	Karauli
274	Tonk
275	Banswara
TAMIL NADU	
276	Theni
277	Thiruvarur
278	Villupuram
279	Thiruvanannamalai

S. No.	DISTRICTS
280	Dharmapuri
281	Karur
282	Perambalur
ANDHRA PRADESH	
283	Ranga Reddy
LAKSHADWEEP	

S. No.	DISTRICTS
284	Lakshadeep
UTTRAKHAND	
285	Pithoragarh
MAHARASHTRA	
286	Akola
287	Hingoli

EDUCATIONALLY BACKWARD DISTRICTS

S. No.	Districts
Andaman and Nicobar Islands	
1	Nicobars
2	Andamans
Andhra Pradesh	
3	Adilabad
4	Nizamabad
5	Anantapur
6	Kurnool
7	Mahbubnagar
8	Srikakulam
9	Medak
10	West Godavari
11	Prakasam
12	East Godavari
13	Vizianagaram
Arunachal Pradesh	
14	Tawang
15	UpperSiang
16	EastKameng
17	UpperSubansiri
18	Dibang Valley
19	Lohit
20	Changlang
21	West Siang
22	Tirap
23	WestKameng
24	Lower Subansiri
Assam	
25	Sonitpur
26	Darrang
27	Bongaigaon
28	Marigaon
29	Dhubri
30	Karimganj
31	Cachar
32	Tinsukia
33	Nagaon
34	Goalpara
35	KarbiAnglong
36	Hailakandi
Bihar	
37	Sheohar
38	Supaul
39	Jamui
40	Banka

S. No.	Districts
41	Lakhisarai
42	Kishanganj
43	Sitamarhi
44	Pashchim Champaran
45	Araria
46	Katihar
47	Purba Champaran
48	Gopalganj
49	Khagaria
50	Aurangabad
51	Nawada
52	Begusarai
53	Siwan
54	Purnia
55	Kaimur(Bhabua)
56	Madhepura
57	Samastipur
58	Darbhanga
59	Saharsa
60	Madhubani
61	Vaishali
Chattisgarh	
62	Koriya
63	Kawardha (Kabirnagar)
64	Bastar
65	Mahasamund
66	Dantewada
67	Kanker
68	Janjgir - Champa
69	Jashpur
70	Dhamtari
71	Raigarh
72	Bilaspur
73	Durg
74	Raipur
75	Surguja
76	Rajnandgaon
Dadar and Nagar Haveli	
77	Dadar and Nagar Havelli
Daman and Diu	
78	Daman
79	Diu
Gujarat	
80	Dohad
81	Kachchh

S. No.	Districts
82	Narmada
83	Banas Kantha
84	Patan
85	Porbandar
86	PanchMahals
87	Amreli
88	Surendranagar
89	Surat
90	Jamnagar
91	Bhavnagar
92	Kheda
93	Sabar Kantha
94	Bharuch
95	Junagadh
96	Rajkot
97	Mahesana
98	TheDangs
99	Valsad
Haryana	
100	Jind
101	Fatehabad
102	Sirsa
103	Karnal
104	Panipat
105	Kaithal
106	Gurgaon
Himachal Pradesh	
107	Chamba
108	Kinnaur
109	Sirmaur
110	Lahul andSpiti
Jammu and Kashmir	
111	Anantnag
112	Kupwara
113	Doda
114	Badgam
115	Leh(Ladakh)
116	Kargil
117	Punch
118	Udhampur
119	Rajauri
120	Baramula
121	Kathua
Jharkhand	
122	Garhwa
123	Chatra
124	Pakaur

S. No.	Districts
125	Palamu
126	Pashchimi Singhbhum
127	Gumla
128	Giridih
129	Godda
130	Deoghar
131	Dumka
132	Kodarma
133	Sahibganj
Karnataka	
134	Chamarajanagar
135	Koppal
136	Haveri
137	Mandya
138	Bellary
139	Kolar
140	BangaloreRural
141	Chikmagalur
142	Hassan
143	Udupi
144	Bagalkot
145	Raichur
146	Belgaum
147	UttaraKannada
148	Kodagu
149	Bijapur
150	Tumkur
151	Chitradurga
152	Gadag
153	Dakshina Kannada
Kerala	
154	Palakkad
155	Malappuram
156	Wayanad
157	Kasaragod
Lakshadweep	
158	Lakshadweep
Madhya Pradesh	
159	Sheopur
160	Dindori
161	Barwani
162	Jhabua
163	Dhar
164	Shajapur
165	Rajgarh
166	Shivpuri
167	Seoni

S. No.	Districts
168	Guna
169	Neemuch
170	Dewas
171	Mandla
172	Balaghat
173	Damoh
174	Sidhi
175	Narsimhapur
176	East Nimar
177	Katni
178	Mandsaur
179	Morena
180	Ratlam
181	Chhatarpur
182	Chhindwara
183	Sagar
184	Datia
185	Panna
186	Raisen
187	Sehore
188	Satna
189	Bhind
190	Shahdol
191	Harda
192	Betul
193	Tikamgarh
194	WestNimar
195	Vidisha
196	Ujjain
197	Umaria
Maharashtra	
198	Hingoli
199	Raigarh
200	Ratnagiri
201	Jalna
202	Sindhudurg
203	Buldana
204	Gadchiroli
Meghalaya	
205	South Garo Hills
206	Ri Bhoi
207	WestKhasiHills
208	East Garo Hills
209	Jaintia Hills
Mizoram	
210	Champhai
211	Lawngtlai

S. No.	Districts
212	Kolasib
213	Mamit
214	Serchhip
215	Lunglei
216	Saiha
Nagaland	
217	Mon
Orissa	
218	Malkangiri
219	Baudh
220	Kandhamal
221	Nuapada
222	Nabarangapur
223	Gajapati
224	Koraput
225	Bargarh
226	Debagarh
227	Kalahandi
228	Balangir
229	Anugul
230	Rayagada
231	Kendujhar
232	Ganjam
233	Nayagarh
234	Dhenkanal
235	Sonapur
Pondicherry	
236	Yanam
Punjab	
237	Mansa
238	Nawanshahr
239	Firozpur
240	Amritsar
241	Sangrur
242	Gurdaspur
243	Muktsar
244	Moga
245	Faridkot
246	Bathinda
247	FatehgarhSahib
248	Patiala
249	Kapurthala
Rajasthan	
250	Karauli
251	Barmer
252	Hanumangarh
253	Baran

S. No.	Districts
254	Jalor
255	Nagaur
256	Bundi
257	Rajsamand
258	Jhalawar
259	Jaisalmer
260	Pali
261	Dhaulpur
262	Chittaurgarh
263	Dungarpur
264	Bhilwara
265	Dausa
266	Jodhpur
267	Banswara
268	Alwar
269	Bharatpur
270	Churu
271	Bikaner
272	Sawai Madhopur
273	Ganganagar
274	Ajmer
275	Jhunjhunun
276	Tonk
277	Sirohi
278	Sikar
279	Udaipur
Sikkim	
280	North Sikkim
281	WestSikkim
282	South Sikkim
283	East Sikkim
Tamil Nadu	
284	Virudhunagar
285	Ariyalur
286	Tirunelveli
287	Viluppuram
288	Cuddalore
289	Nagapattinam
290	Dharmapuri
291	Thiruvarur
292	Pudukkottai
293	Karur
294	Vellore
295	Ramanathapuram
296	TheNilgiris
297	Dindigul
298	Salem

S. No.	Districts
299	Erode
300	Theni
301	Kanniyakumari
302	Thiruvallur
303	Perambalur
304	Sivaganga
305	Thanjavur
306	Madurai
307	Kancheepuram
308	Coimbatore
309	Thoothukkudi
310	Tiruvannamalai
Tripura	
311	Dhalai
312	North Tripura
313	West Tripura
314	SouthTripura
Uttar Pradesh	
315	Balrampur
316	Rampur
317	Shrawasti
318	Chitrakoot
319	Mahoba
320	Sonbhadra
321	Kushinagar
322	Hathras
323	Bahraich
324	Kaushambi
325	Kheri
326	Maharajganj
327	Etah
328	Lalitpur
329	Barabanki
330	Unnao
331	Bijnor
332	Shahjahanpur
333	Budaun
334	SantKabir Nagar
335	Bulandshahr
336	Kannauj
337	Pilibhit
338	Sitapur
339	Siddharthnagar
340	Rae Bareli
341	Fatehpur
342	Hardoi
343	Gonda

S. No.	Districts
344	Bareilly
345	Moradabad
346	Saharanpur
347	Farrukhabad
348	Muzaffarnagar
349	Sultanpur
350	Jyotiba Phule Nagar
351	Hamirpur
352	Banda
353	Basti
354	Kanpur Dehat
355	Mathura
Uttaranchal	
356	Bageshwar
357	Champawat
West Bengal	
358	UttarDinajpur

S. No.	Districts
359	Maldah
360	South Twenty FourParganas
361	Murshidabad
362	Medinipur
363	Nadia
364	Dakshin Dinajpur
365	Jalpaiguri
366	NorthTwenty Four Parganas
367	KochBihar
368	Haora
369	Bankura
370	Hugli
371	Puruliya
372	Barddhaman
373	Birbhum
374	Darjiling

Annexure 2

STATE WISE COMPETENT AUTHORITIES FOR ISSUING THE CERTIFICATES WITH RESPECT TO LAND/ BUILDING

State	Landuse Certificate	Land Conversion Certificate	Khasra Plan/ Master Plan	Classification of Land (Urban/ Rural)	Site Plan	Building Plan	Land unit	Conversion to m^2
Eastern Region								
Andaman and Nicobar	Chief Engineer, APWD for notified Area	SDM, Dy. Commissioners Office		Chief Engineer, APWD for notified Area		Rural - Panchayat Urban - Andaman Public Works Dept. for Govt. Inst/ Port Blair Municipal Council for Private Inst.	Hectare	1 Hectare = 10000 m^2
Arunachal Pradesh	Dy. Commissioner, Govt. of Arunachal Pradesh	Dept. of Land Management, Govt. of Arunachal Pradesh	Dy. Commissioner, Govt. of Arunachal Pradesh		Prepared by various Engineering Depts and approved by the Directorate of Higher and Technical Education		Acre	1 Acre = 4046.86 m^2
Assam	Revenue Circle Office, Govt. of Assam		PWD (Building)	Revenue Circle Office, Govt. of Assam	PWD (Building)		Bigha	1338 m^2
Jharkhand	**Rural** - Panchayat/ circle Officer; **Urban** -Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	**Rural** - Panchayat/ circle Officer; **Urban** - Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	**Rural** - Panchayat/ circle Officer; **Urban** - Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	**Rural** - Panchayat/ circle Officer; **Urban** - Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	**Rural** - Panchayat/ circle Officer; **Urban** - Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	**Rural** - Panchayat/ circle Officer; **Urban** - Local bodies i.e Nagar Panchayat, Nagar Parisad, Nagar Palika, Nagar Nigam/ Regional Development Authorities (as per their jurisdiction and government notification issued time to time)	Decimal and Acre 100 Decimal = 1 Acre	1 Acre = 4046.86 m^2

Manipur	Dept. of Settlement and Land Records, Govt. of Manipur		Planning and Development Authority, Govt. of Manipur	District Commissioner	Engineering Department, Govt. of Manipur	**Rural -** Block Development Officer **Urban -** Municipality	100 Decimal = 1 Acre	1 Pari = 10117.14 m^2
Meghalaya	Local Revenue/ Education Authority	No information provided by DTE, Govt. of Meghalaya	PWD/ Urban Development Authority	Urban Development Authority	PWD Building Division		Acre, Hectare	1 Hectare = 10000 m^2 1 Acre = 4046.86 m^2
Mizoram	**Rural -** DC of respective District; **Urban -** Aizawl Municipal Council (AMC)							
Nagaland	Local Revenue Authority	No information provided by DTE, Govt. of Nagaland	Local Revenue Authority		Executive Engineer, PWD Housing (EDN)	Architect, PWD/ Housing (EDN)	Acre, Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Orissa	Revenue and Disaster Management Department, Govt. of Odisha				**Rural -** Block Development Officer **Urban -** Housing and Urban Development Department/ Town Planning/ Development Authority		Acre	1 Acre = 4046.86 m^2
Sikkim	Joint Director, HRDD of respective district	NA	District Collectorate of respective district		Divisional Engineer of the HRDD of respective district	Divisional Engineer building and Housing/ Urban Development Dept.	Hectare	1 Hectare = 10000 m^2
Tripura	Local Revenue Authority	NA	Local Revenue Authority	Local Revenue Authority	Executive Engineer, PWD	Architect, PWD/ THCB	Acre, Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
West Bengal	**Rural** - BL and LRO **Urban -** ADM(LandLR)	**Rural -** BL and LRO **Urban -** ADM(LandLR)	**Rural -** Gram Panchayet/ Panchayet Samiti with approval of Zilla Parishad/ DM and Executive Officer, Zilla Parishad **Urban -** Corporation/ Municipality/ Development Authority	**Rural** - BL and LRO **Urban** - ADM(LandLR)	**Rural -** Gram Panchayet/ Panchayet Samiti with approval of Zilla Parishad/ DM and Executive Officer, Zilla Parishad **Urban -** Corporation/ Municipality/ Development Authority		Acre	1 Acre = 4046.86 m^2
Western Region								
Daman and Diu	**Rural**-Mamlatdar	Collectorate	Associate Town Planner, Daman	**Rural** - Mamlatdar	Enquiry Officer City Survey, Daman	**Rural** -Panchayat	100 m^2=1 GUNTHA	

	Urban - Enquiry Officer City Survey, Daman			**Urban** - Enquiry Officer City Survey, Daman		**Urban** - Daman Municipal Council		
Goa	Collector/ Dy. Collector	Collector	District Town and Country Planning	District Town and Country Planning	Dy Collector	District Town and Country Planning	Acre	1 Acre = 4046 m^2
Maharashtra	Tahsildar	Tahsildar	Tahsildar	District Town and Country Planning	Tahsildar	District Town and Country Planning	Hectare	1 Hectare = 10000 m^2
Northern Region								
Bihar	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Master Plan/ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority	Development Authority/ Revenue Authority	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Uttaranchal	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Master Plan/ Development Authority/ State Revenue Authority	Development Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Uttar Pradesh	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Master Plan/ Development Authority/ State Revenue Authority	Development Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Southern Region								
Pondicherry	Revenue Divisional Officer/ Tahilsdar	Revenue Divisional Officer/ Tahsildar	Village administrative Officer	Tahsildar	Dept. of Town and Country Planning	Dept. of Town and Country Planning	Hectare	
Tamil Nadu	Revenue Divisional Officer/ Tahilsdar	Revenue Divisional Officer/ Tahsildar	Village administrative Officer	Tahsildar	Dept. of Town and Country Planning	Dept. of Town and Country Planning	Hectare	
Northwestern Region								

Chandigarh	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Haryana	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Himachal Pradesh	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
J&K	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
New Delhi	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila,Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Punjab	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2

Rajasthan	Town and Country Planning Dept./ Development Authority/ Municipal Authority	Revenue Authority/ Development Authority/ Municipal Authority	Town and Country Planning Dept./ Development Authority/ Revenue Authority	Town and Country Planning Dept./ Development Authority/ State Revenue Authority	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Development Authority/ Revenue Authority/ Municipal Authority/ Zila Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Southwestern Region								
Karnataka	Tahsildar	Dist Commissioner	Tahsildar	District Town Planning Officer	Tahsildar	District Town Planning Officer	Cent/ Acre/ Hectare	1 Cent = 40.45 m^2; 1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Kerala	Tahsildar	District Collector	Head, Local Body	Town Planning Officer/ Local Body	Head, Local Body	Head, Local Body/ Town Planning	Cent/ Acre/ Hectare	1 Cent = 40.45 m^2; 1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Central Region								
Chhattisgarh	**Urban and Rural** - Town and Country Planning	**Urban and Rural** - Sub Divisional Magistrate/ Diversion Office	**Urban** - Tahsilder; **Rural -** Patwari	**Urbanand Rural -** Town and Country Planning	**Urban-** Municipal Corporation; **Rural** - Town and Country Planning	**Urban** - Municipal Corporation; **Rural-** Gram Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Gujrat	**Urban** - Urban Development Authority/ Municipal Corporation; **Rural-** Town Planner and Valuation Department	**Urban and Rural -** Collector	**Urban -** Mamaltar/ Talati; **Rural -** Mamaltar/ Talati cum Mantri/ District Development Officer	**Urban** - Urban Development Authority; **Rural -** Mamaltar/ Talati	**Urban -** Town Planner; **Rural-** Taluka Development Officer	**Urban** - Urban Development Authority/ Town Planner; **Rural** - Town Planner/ Taluka Development Officer	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
Madhya Pradesh	**Urban and Rural** - Town and Country Planning	**Urban and Rural** - Sub Divisional Magistrate/ Tehsildar	**Urban** - Tahsildar; **Rural -** Patwari/ Tahsildar	**Urban** - Collector/ Nagar Nigam/ Nagarpalika; **Rural** – Gram panchayat	**Urban and Rural** - Town and Country Planning	**Urban-**Municipal Corporation; **Rural** - Gram Panchayat	Acre/ Hectare	1 Hectare = 10000 m^2; 1 Acre = 4046.86 m^2
South Central Region								

Andhra Pradesh	DTCP RDO (MRO) Remarks :Wherever sanctioned General Town Planning scheme (Master Plan) and Area covered by GRP Schemes proposals. in other areas.	RDO Remarks : Conversion of Agricultural land to other land.(Not applicable to Government Land)	DTCP Municipal Council Remarks : wherever sanctioned General Town planning scheme (Master Plan) and Area covered by GTP Schemes proposals. Other areas.	DTCP Remarks: as per censuses	1. Local Executive Authority (Council and Executive Officer) 2) DTCP 3) HMDA/ Urban local bodies Remarks : Municipal/ Gram panchayat/ Local Executive authority. Where sanctioned GTP Schemes Respective Commissioner/ Chairman of Local bodies	1. Commissioner in GHMC area 2. Vice Chairman in UDA 3. Local Body/ Executive Authority of Gram panchat Remarks : Municipal Commissioner for GHMC area wherever urban development Authority Gram panchat (in Gram panchat not applicable to Government building. Subject to the conditions laid down Andhra pradesh (Andhra area town planning Act issued on 7th Sept 1920 is applicable for both the states of Andhra and Telangana) annexure enclosed	Acres	1 Acre = 4046.86 m^2

Telangana	DTCP RDO (MRO) Remarks : Wherever sanctioned General Town Planning scheme (Master Plan) and Area covered by GRP Schemes proposals. in other areas.	RDO Remarks : Conversion of Agricultural land to other land.(Not applicable to Government Land)	DTCP Municipal Council Remarks : wherever sanctioned General Town planning scheme (Master Plan) and Area covered by GTP Schemes proposals. Other areas.	DTCP Remarks: as per censuses	1. Local Executive Authority (Council and Executive Officer) 2) DTCP 3) HMDA/ Urban local bodies Remarks : Municipal/ Gram panchayat/ Local Executive authority. Where sanctioned GTP Schemes Respective Commissioner/ Chairman of Local bodies	1. Commissioner in GHMC area 2. Vice Chairman in UDA 3. Local Body/ Executive Authority of Gram panchat Remarks : Municipal Commissioner for GHMC area wherever urban development Authority Gram panchat (in Gram panchat not applicable to Government building. Subject to the conditions laid down Andhra Pradesh (Andhra area town planning Act issued on 7th Sept 1920 is applicable for both the states of Andhra and Telangana) annexure enclosed	Acres	1 Acre = 4046.86 m^2
DTCP District Town and Country Planning Officer; RDO Revenue Divisional Officer; MRO Mandal Revenue Officer								
HMDA Hyderabad Metropolitan Development Authority; UDA Urban Development Authority; GHMC Greater Hyderabad Municipal Corporation								
NOTE: In case of Zila Panchayat, copy of the Govt. Order (GO) must be produced by the applicant before the Committee								

Note: The above list of Competent Authorities is compiled in Approval Process Handbook to the best of the information available/obtained from the State authorities. If there is any change in the Competent Authority, an authorization letter from the Principal Secretary of the concerned State shall have be produced for the same.

Annexure 3

STATE WISE COMPETENT AUTHORITIES TO ISSUE OCCUPANCY CERTIFICATE

	State	Competent Authorities to issue Occupancy Certificate
Eastern Region		
1	Andaman and Nicobar	Andaman Public Works Department
2	Arunachal Pradesh	The Deputy Commissioner of the respective districts
3	Assam	The Chief Executive Officer Guwhati Metropolitan Development Authority (GMDA), Bangagarh Guwahati 5 or The Chief Executive Officer, Guwahati Municipal Corporation (GMC) Bhagagarh, Guwahati 5
4	Jharkhand	Urban : Municipal Corporation under whose jurisdiction the building is situated Rural : Panchayat
5	Manipur	1. District Settlement Officer Department of Settlement and Land Records Government of Manipur, Lamphelpat, Imphal 795001 2. Sub Divisional Officer Department of Settlement and Land Records Government of Manipur, Lamphelpat, Imphal 795001 3. District Collector Department of Settlement and Land Records Government of Manipur, Lamphelpat, Imphal 795001
6	Meghalaya	Meghalaya Urban Development Authority
7	Mizoram	Aizawl Municipal Council
8	Nagaland	Urban Development Department Nagaland, Kohima
9	Orissa	The Development Authorities/ Regional Improvement Trust/ Special Planning Authorities
10	Sikkim	Urban Development and Housing Department, Sikkim
11	Tripura	Agartala Municipal Council
12	West Bengal	Municipality: Executive Officer or Executive Engineer Panchayat Area: Pradhan of the concerned Gram Panchayat
Western Region		
13	Daman and Diu	Municipal corporation of Daman and Diu and Municipal Corporation of Dadra and Nagar Haveli
14	Goa	In village area: Panchayat office; In Municipal area: Municipal office
15	Maharashtra	Metro: All Municipal Corporation Urban and Rural: Nagar Prishad Jilha Parishad
Northern Region		

16	Bihar	The Sr. Architect (Chief Architect I/ C), Building Construction Department, Government of Bihar for Government owned institutions. Gram Panchayat/ Nagar Panchayat/ Municipal Council/ Municipal Corporation/ Regional Development Authority for buildings proposed for private Institutions.
17	Uttarakhand	Principal/Director of Institution, if Certificates for construction authority and fire safety authority are issued by the Competent Authorities.
18	Uttar Pradesh	Chief Executive Officer/ Executive Officer or nominated officer by District Development Authority Chief Executive Officer/ Executive Officer or nominated officer by District Municipal Corporation,4'.lagar Palika Parishad/ Jila Panchayat Nagar Panchayat
Southern Region		
19	Pondicherry	Town and Country Planning Department – Pondicherry, Karaikal, Yanam and Mahe
20	Tamil Nadu	Member Secretary, CMDA for Chennai and Directorate of Town and Country Planning for areas other than Chennai
Northwestern Region		
21	Chandigarh	Chief Administrator, Commissioner, Department of Town & Country Planning
22	Haryana	The Director General, Technical Education Department, Govt. of Haryana, Panchkula, Haryana In rural area Tehsildar of the concerned area and in urban area- Municipal Corporation/Municipal Committee/HUDA
23	Himachal Pradesh	The Director, Directorate of Technical Education, Govt. of Himachal Pradesh, Sundernagar, District Mandi, Himachal Pradesh Executive Officer in Municipal Committees or Nagar Panchayat and Member Secretary in Special Area Development Authority and in Urban Areas like Municipal Corporation Architect Planner on behalf Commissioner, Municipal Corporation
24	J&K	In Srinagar, Building Operations Controlling Authority, Srinagar Municipal Corporation and in some areas Srinagar Development Authority In Jammu city Building Operations Controlling Authority, Jammu Municipal Corporation and Jammu Development Authority
25	New Delhi	Delhi Development Authority
26	Punjab	In rural area Tehsildar of the concerned area and in urban area Municipal Corporation/ Municipal Committee/Development Authority (if land purchased from Development Authority) of the concerned area
27	Rajasthan	Tehsildar of Tehsil in which area the concerned village fall and in Urban area Executive officer of local body in whose area the property fall
Southwestern Region		
28	Karnataka	Metro/ Urban/ Rural area will be the Corporation office (BBMP)/ Town Municipal Office/ Village Panchayat Office/ Revenue Authority

29	Kerala	Secretary of the Concerned Local Body
Central Region		
30	Chhattisgarh	Town and Country Planning or Municipal Corporation
31	Gujrat	Nagar Palika, Town Planner, Nagar Panchayat, Commissioner of Municipal Corporation, Collector
32	Madhya Pradesh	Nagar Palika, Town Planner, Nagar Panchayat, Commissioner of Municipal Corporation, Collector
SouthCentral Region		
33	Andhra Pradesh	Commissioner, Vijayawada (UA), Greater Visakhapatnam, Guntur (UA) Nellore (UA) and Director, Directorate of Town and Country Planning is Competent Authority for other areas
34	Telangana	Commissioner for Hyderabad, Warangal (UA) and Director, Directorate of Town and Country Planning for areas other than Hyderabad

Note: The above list of Competent Authorities is compiled in Approval Process Handbook to the best of the information available/obtained from the State authorities. If there is any change in the Competent Authority, an authorization letter from the Principal Secretary of the concerned State shall have be produced for the same.

Annexure 4

MAJOR DISCIPLINES, THEIR CORRESPONDING COURSES AND RELEVANT/ APPROPRIATE BRANCH OF UG DEGREE IN ENGINEERING/ TECHNOLOGY

Major Disciplines	Corresponding Course(s)	UG Courses permissible for merging
Aeronautical Engineering	Aeronautical Engineering	Aero Space Engineering
		Aeronautical Engineering
		Aircraft Maintenance Engineering
Agriculture Engineering	Agriculture Engineering	Agricultural Engineering
		Agricultural Technology
		Agriculture Engineering
Architecture and Planning	Architecture	Architectural Assistantship
		Architectural Engineering
		Architecture and Interior Decoration
		Architecture Assistantship
		Architecture
		Architecture (Interior Design)
		B.Arch. (Building Engineering and Construction Management)
		B.Arch.(Interior Design)
		Interior Design
	Planning	Environmental Planning
		Infrastructure Planning
		Planning
		Urban and Regional Planning
		Urban Design
		Urban Planning
		Urban Regeneration
		Urban Transport Planning and Management
Biotechnology	Biotechnology	Biotechnology
		Biotechnology and Biochemical Engineering
		Industrial Biotechnology
Ceramic Engineering	Ceramic Engineering	Cement and Ceramic Technology
		Ceramic Engineering and Technology
		Ceramic Technology
		Ceramics Engineering
Civil Engineering	Civil Engineering	Building and Construction Technology
		Civil and Rural Engineering
		Civil Engineering
		Civil Engineering and Planning
		Civil Engineering (Construction Technology)
		Civil and Infrastructure Engineering
		Civil Technology

		Construction Engineering
		Construction Engineering and Management
		Construction Technology
		Construction Technology and Management
		Geo Informatics
	Environment Engineering	Civil and Environmental Engineering
		Civil Engineering (Environmental Engineering)
		Civil Engineering Environment and Pollution Control
		Environment Engineering
		Environmental Engineering
		Environmental Science and Engineering
		Environmental Science and Technology
		Civil Engineering (Environmental Engineering)
		Civil Engineering (Public Health Engineering)
		Environmental Planning
	Water Resources	Civil and Water Management Engineering
Computer Science and Engineering	Computer Science and Engineering	3-D Animation and Graphics
		Advanced Computer Application
		Computer and Communication Engineering
		Computer Engineering
		Computer Engineering and Application
		Computer Networking
		Computer Science and Engineering
		Computer Science
		Computer Science and Technology
		Computer Science and Information Technology
		Computer Science and Systems Engineering
		Computer Technology
		Computing in Computing
		Computing in Multimedia
		Computing in Software
		Electrical and Computer Engineering
		Electronics and Computer Science
		Electronics and Computer Engineering
		Mathematics and Computing
		Software Engineering
	Information Technology	Information and Communication Technology
		Information Engineering
		Information Science and Engineering
		Information Science and Technology
		Information Technology
		Information Technology and Engineering
		Chemical and Electro Chemical Engineering

Chemical Engineering	Chemical Engineering	Biochemical Engineering
		Chemical Engineering
		Chemical Engineering (Plastic and Polymer)
		Chemical Technology
		Dye Stuff Technology
		Surface Coating Technology
	Oil and Paint Technology	Oil and Paint Technology
		Oil Technology
		Oils, Oleo Chemicals and Surfactants Technology
		Paint Technology
	Petrochemical Engineering	Petrochem and Petroleum Refinery Engineering
		Petrochemical Engineering
		Petrochemical Technology
		Petroleum Engineering
		Petroleum Technology
	Plastic and Polymer Technology	Plastic and Polymer Engineering
		Plastics Engineering
		Plastics Technology
		Polymer Engineering
		Polymer Engineering and Technology
		Polymer Science and Chemical Technology
		Polymer Science and Technology
		Polymer Technology
Dairy Engineering	Dairy Engineering	Dairy Engineering
		Diary Technology
Electrical Engineering	Electrical Engineering	Electrical and Computer Engineering
		Electrical and Electronics (Power System)
		Electrical and Electronics Engineering
		Electrical and Electronics Engineering (Sandwich)
		Electrical and Instrumentation Engineering
		Electrical and Mechanical Engineering
		Electrical and Power Engineering
		Electrical Engineering
		Electrical Engineering (Electronics and Power)
		Electrical Engineering Industrial Control
		Electrical Instrumentation and Control Engineering
		Electrical, Electronics and Power
		Electronics and Computer Science
		Electronics and Electrical Engineering
		Electronics and Power Engineering
Energy Engineering	Energy Engineering	Energy and Environmental Management
		Energy Engineering
Electronics		Digital Techniques for Design and Planning

	Electronics Engineering	Electrical and Electronics Engineering
		Electrical and Electronics Engineering (Sandwich)
		Electrical, Electronics and Power
		Electronic Engineering
		Electronic Science and Engineering
		Electronics
		Electronics and Computer Science
		Electronics and Computer Engineering
		Electronics and Control Systems
		Electronics and Electrical Engineering
		Electronics and Power Engineering
		Electronics Design Technology
		Electronics Engineering
		Electronics System Engineering
		Electronics Technology
		Optics and Optoelectronics
		Power Electronics
		Power Electronics Engineering
		Radio Physics and Electronics
	Electronics and Communication Engineering	Advanced Communication and Information System
		Advanced Electronics and Communication Engineering
		Applied Electronics and Communications
		Communication Engineering
		Electronics and Communication Engineering
		Electronics and Communication Engineering (Industry Integrated)
		Electronics and Telecommunication Engineering
		Electronics and Telecommunication Engineering (Technologynician Electronic Radio)
		Electronics and Communication Engineering (Microwaves)
		Electronics and Communication Engineering (Sandwich)
		Electronics Communication and Instrumentation Engineering
		Electronics and Telematics Engineering
		Telecommunication Engineering
	Instrumentation Engineering	Applied Electronics and Instrumentation Engineering
		Automation and Robotics
		Automation Engineering
		Biomedical Instrumentation
		Electrical Engineering Industrial Control
		Electrical Instrumentation and Control Engineering
		Electronic Instrumentation and Control Engineering
		Electronics and Instrumentation Engineering
		Applied Electronics and Instrumentation Engineering
		Electronics and Instrumentation Engineering

		Electronics Instrumentation and Control Engineering
		Power Electronics and Instrumentation Engineering
		Electronics and Control Systems
		Electronics Communication and Instrumentation Engineering
		Electronics Instrumentation and Control Engineering
		Instrument Technology
		Instrumentation
		Instrumentation and Control Engineering
		Instrumentation and Electronics
		Instrumentation Engineering
		Instrumentation Technology
		Power Electronics and Instrumentation Engineering
		Robotics and Automation
	Mechatronics Engineering	Mechatronics
		Mechatronics Engineering
		Mechatronics Engineering (Sandwich)
	Medical Electronics	Medical Electronics Engineering
		Medical Electronics
		Medical Lab Technology
		Electronics and Biomedical Engineering
Mechanical Engineering	Mechanical Engineering	Electrical and Mechanical Engineering
		Mechanical Engineering (Industry Integrated)
		Mechanical Engineering (Sandwich Pattern)
		Mechanical Engineering
		Mechanical Engineering(Repair and Maintenance)
		Power Engineering
	Production Engineering	Industrial and Production Engineering
		Machine Engineering
		Manufacturing Engineering
		Manufacturing Engineering and Automation
		Manufacturing Engineering and Technology
		Manufacturing Process and Automation Engineering
		Manufacturing Science and Engineering
		Manufacturing Technology
		Mechanical Engineering (Prod)
		Precision Manufacturing
		Production and Industrial Engineering
		Production Engineering
		Production Engineering (Sandwich)
		Tool Engineering
	Automobile Engineering	Automobile Engineering
		Automobile Maintenance Engineering
		Automotive Technology

		Mechanical Engineering (Auto)
		Mechanical Engineering Automobile
	Industrial Engineering	Industrial and Production Engineering
		Industrial Engineering
		Industrial Engineering and Management
	Mechatronics Engineering	Mechanical and Automation Engineering
		Mechatronics
		Mechatronics Engineering
		Mechatronics Engineering(Sandwich)
Fire and Safety Engineering	Fire and Safety Engineering	Fire Technology and Safety
		Safety and Fire Engineering
Food Engineering	Food Engineering	Food Engineering and Technology
		Food Processing and Preservation
		Food Processing Technology
		Food Technology
		Food Technology and Management
Leather Technology	Leather Technology	Foot Wear Technology
		Leather Technology
Marine Engineering	Marine Engineering	Naval Architecture and Ship Building Engineering
		Shipbuilding Engineering
		Marine Engineering
		Marine Technology
Metallurgy Engineering	Metallurgy Engineering	Material Science and Technology
		Metallurgical and Materials Engineering
		Metallurgical Engineering
		Metallurgy
		Metallurgy and Material Technology
Military Engineering	Military Engineering	Military Engineering
Mining Engineering	Mining Engineering	Mine Engineering
		Mining Engineering
Nano Technology	Nano Technology	Nano Science and Technology
		Nano Technology
		Nano Technology and Robotics
Nuclear Science and Technology	Nuclear Science and Technology	Nuclear Science and Technology
Packaging Technology	Packaging Technology	Packaging Technology
		Printing and Packing Technology
Pharmaceutical Engineering	Pharmaceutical Engineering	Pharmaceuticals and Fine Chemical Technology
		Pharmaceuticals Chemistry and Technology
Printing Engineering	Printing Engineering	Printing and Packing Technology
		Printing Technology
Textile Engineering	Textile Engineering	Fibres and Textiles Processing Technology
		Jute and Fibre Technology

		Man Made Fibre Technology
		Man-Made Textile Technology
		Silk Technology
		Textile Engineering
		Textile Plant Engineering
		Textile Processing
		Textile Technology
	Fashion Technology	Fashion Technology
		Apparel and Production Management
		Fashion and Apparel Technology
		Fashion and Apparel Engineering
	Textile Chemistry	Textile Chemistry

MAJOR DISCIPLINES, THEIR CORRESPONDING COURSES AND RELEVANT/ APPROPRIATE BRANCH OF DIPLOMA IN ENGINEERING/ TECHNOLOGY

Major Discipline	Corresponding Courses (If Any)	Diploma Courses permissible for merging
Aeronautical Engineering		Aero Space Engineering
		Aeronautical Engineering
		Aircraft Maintenance Engineering (Avionics)
		Aircraft Maintenance Engineering
Agriculture Engineering		Agricultural Engineering
		Agricultural Technology
Architecture		Diploma in Architectural Assistantship
		Interior Decoration
		Interior Design
Biotechnology		Biotechnology
Ceramic Engineering		Ceramic Engineering and Technology
		Ceramic Technology
		Ceramics Engineering
		Glass and Ceramics Engineering
Chemical Engineering	Chemical Engineering	Chemical Engineering
		Chemical Engineering (Fertilizer)
		Chemical Engineering (Oil Technology)
		Chemical Engineering (Part Time)
		Chemical Engineering (Petro Chemical)
		Chemical Engineering (Plastic and Polymer)
		Chemical Engineering (Sugar Technology)
		Chemical Engineering (SW)
		Chemical Technology

		Chemical Technology (Paint Technology)
		Chemical Technology (Rubber and Plastic Technology)
		Chemical Technology Fertilizer
		Chemical Technology(Rubber/ Plastic)
		Surface Coating Technology
		Technical Chemistry
	Oil and Paint Technology	Paint Technology
		Chemical Engineering (Oil Technology)
		Chemical Technology (Paint Technology)
	Petrochemical Engineering	Petrochemical Engineering
		Petrochemical Refinery
		Petrochemical Technology
		Petroleum Engineering
		Petroleum Technology
		Chemical Engineering (Petro Chemical)
	Plastic and Polymer Technology	Plastic and Mould Technology
		Plastic and Polymer Engineering
		Plastic Engineering
		Plastic Mould Technology (DPMT)
		Plastic Mould Technology (DPMT/ PDPMT)
		Plastic Technology
		Plastic Technology (DPT/ PDPT)
		Plastics Processing and Testing
		Polymer Engineering and Technology
		Polymer Technology
		Plastic Process and Testing
		Chemical Engineering (Plastic and Polymer)
Civil Engineering	Civil Engineering	Civil and Rural Engineering
		Civil (SFS Mode)
		Civil Draftsman
		Civil Engineering
		Civil Engineering and Planning
		Civil Engineering (Building Services Engineering)
		Civil Engineering (Construction Technology)
		Civil Engineering (Construction)
		Civil Engineering (Rural Engineering)
		Civil Engineering (Sandwich Pattern)
		Civil Technology
		Construction Engineering
		Construction Technology
		Construction Technology and Management

		Geoinformatics and Surveying Technology
		Geographic Information System (G.I.S.) and Global Positioning System
		Quantity Surveying and Construction Management
		Survey Engineering
		Transportation Engineering
	Environment Engineering	Civil and Environmental Engineering
		Civil (Public Health and Environment) Engineering
		Civil Engineering (Environment and Pollution Control)
		Civil Engineering (Environmental Engineering)
		Civil Engineering (Public Health Engineering)
		Civil Environmental Engineering
		Civil Environmental Engineering
		Environmental Engineering
	Water Resources	Water Resource Management
		Civil Engineering (Water Resource and Management)
		Water Technology and Health Science
Computer Science and Engineering	Computer Science	Advanced Computer Application
		Campus Wide Network Design and Maintenance
		Computer Hardware and Networking
		Computer Applications
		Computer Engineering
		Computer Engineering and Application
		Computer Hardware and Maintenance
		Computer Hardware and Networking
		Computer Networking
		Computer Science and Engineering
		Computer Science
		Computer Science and Technology
		Computer Science and Systems Engineering
		Computer Software Technology
		Computer Technology
		Computer Technology and Applications
		Cyber Forensics and Information Security
		Diploma in Computer Applications
		Network Engineering
		Web Designing
		Web Technologies
		Electronics and Computer Engineering
	Information Technology	Computer Science and Information Technology
		Information and Communication Technology
		Information Engineering
		Information Science
		Information Science and Engineering

		Information Science and Technology
		Information Security Management
		Information Technology
		Information Technology and Engineering
		Information Technology Enabled Services and Management
		Advanced Communication and Information System
		I.T. (Courseware Engineering)
		Computer and Information Science
Dairy Engineering		Dairy Engineering
Electrical Engineering		Electrical and Electronics (Power System)
		Electrical and Electronics Engineering
		Electrical and Electronics Engineering (Sandwich Course)
		Electrical and Instrumentation Engineering
		Electrical and Mechanical Engineering
		Electrical and Power Engineering
		Electrical Energy Systems
		Electrical Engineering (Instrumentation and Control)
		Electrical Engineering
		Electrical Engineering (Electronics and Power)
		Electrical Engineering (Industrial Control)
		Electrical Machines
		Electrical Power Systems
		Power Systems Engineering
		Electronics and Electrical Engineering
Electronics and Communication Engineering	Electronics	Applied Electronics
		Digital Electronics
		Digital Electronics and Microprocessor
		Digital Systems
		Electrical and Electronics (Power System)
		Electrical and Electronics Engineering
		Electrical and Electronics Engineering (Sandwich Course)
		Electrical Engineering (Electronics and Power)
		Electronic Engineering
		Electronic Science and Engineering
		Electronics
		Electronics and Avionics
		Electronics and Production
		Electronics and Video Engineering
		Electronics and Computer Engineering
		Electronics and Electrical Engineering
		Electronics Engineering
		Electronics Engineering (Industry Integrated)

		Electronics Engineering (Micro Electronics)
		Electronics Engineering (Modern Consumer Electronics)
		Electronics Engineering (Specialization in Consumer Electronics)
		Electronics Engineering With Microprocessor
		Electronics Production and Maintenance
		Electronics Technology
		Embedded Systems
		Industrial Electronics(Sandwich Pattern)
		Micro Electronics
		Power Electronics
	Electronics and Communication Engineering	Digital Electronics and Communication Engineering
		Electronics (Fiber Optics)
		Opto-Electronics Engineering
		Electronics and Communication Engineering
		Electronics and Communication Engineering (Industry Integrated)
		Electronics and Communication Technology
		Advanced Communication and Information System
		Advanced Electronics and Communication Engineering
		Electronics and Telecommunication Engineering
		Electronics and Telecommunication Engineering (Technology electronic Radio)
		Digital Communications
		Electronics and Communication Engineering (Microwaves)
		Electronics and Communication Engineering (Sandwich)
		Electronics and Telecommunication Engineering (Radio and System)
		Electronics Communication and Instrumentation Engineering
		Telecommunication Engineering
		Telecommunication Technology
		TV and Sound Engineering
		Information and Communication Technology
	Instrumentation	Applied Electronics and Instrumentation Engineering
		Automation and Robotics
		Automation Engineering
		Control and Instrumentation
		Biomedical Instrumentation
		Electrical and Instrumentation Engineering
		Electrical Engineering (Instrumentation and Control)
		Electronic Instrumentation and Control Engineering
		Electronic Instrumentation and Control Engineering
		Electronics and Instrumentation Engineering

		Electronics and Instrumentation Engineering
		Electronics (Robotics)
		Electronics Communication and Instrumentation Engineering
		Electronics Instrumentation and Control Engineering
		Electronics Robotics (SW)
		Electronics Robotics (SW)
		Industrial Electronics
		Instrument Technology
		Instrumentation
		Instrumentation and Control Engineering
		Instrumentation (E&C)
		Instrumentation Engineering
		Instrumentation Technology
	Medical Electronics	Bio Electronics
		Medical Electronics Engineering
		Medical Electronics
		Biomedical Instrumentation
Fire and Safety Engineering		Fire Technology and Safety
Food Engineering		Food Processing and Preservation
		Food Processing Technology
		Food Technology
Leather Technology		Footwear Technology
		Leather and Fashion Technology
		Leather Goods and Footwear Tech
		Leather Technology
		Leather Technology (Footwear)
		Leather Technology Footwear Computer Aided Shoe Design
		Leather Technology Tanning
		Saddlery Technology and Export Management
Marine Engineering		Advanced Diploma in Marine Engineering and Systems
		Marine Engineering
		Marine Engineering and Systems(Artificer Training)
		Marine Engineering and Systems
Mechanical Engineering	Automobile Engineering	Automobile Engineering
		Automobile Engineering (Automobile Fitter)
		Automotive Engineering
		Mechanical Engineering (Auto)
		Mechanical Engineering Auto Mobile
	Mechanical Engineering	Diploma in Mechanical Engineering
		Energy Systems Engineering

		Heat Power Engineering
		Maintenance Engineering
		Mechanical Engineering (Industry Integrated)
		Mechanical Engineering (Sandwich Pattern)
		Mechanical Engineering
		Mechanical Engineering (Maintenance)
		Mechanical Engineering (Refrigeration and Air Conditioning)
		Mechanical Engineering Power Plant Engineering
		Mechanical Engineering Tube Well Engineering
		Mechanical Engineering(Repair and Maintenance)
		Navy Entry Artificer/ Diploma in Mechanical and Electrical
		Refrigeration and Air Conditioning
	Production Engineering	CAD CAM
		Design and Drafting
		Fabrication Technology
		Fabrication Technology and Erection Engineering (Sandwich Pattern)
		Foundry Technology
		Industrial and Production Engineering
		Industrial Engineering and Management
		Machine Engineering
		Machine Tools and Maintenance Engineering
		Machine Tools Technology
		Manufacturing Engineering
		Manufacturing Technology
		Material Management
		Mechanical (Computer Aided Design, Manufacture and Engineering)
		Mechanical CAD/ CAM
		Mechanical Engineering (Auto)
		Mechanical Engineering (Tool and Die)
		Mechanical Engineering Auto Mobile
		Mechanical Engineering Production
		Mechanical Engineering Specialization in CAD
		Mechanical Engineering Tool Engineering
		Mechanical Engineering (CAD/ CAM)
		Mechanical Engineering (Foundry)(SW)
		Mechanical Engineering(Machine Tool Maintenance and Repairs) (SW)
		Mechanical Welding and Sheet Metal Engineering

		Precision Manufacturing
		Production and Industrial Engineering
		Production Engineering
		Production Engineering (Sandwich)
		Production Technology
		Tool and Die Making
		Tool and Die Engineering
		Tool and Die Under Mechanical Engineering
		Tool Die and Mould Making
	Mechatronics	Mechatronics
		Mechatronics-Sandwich
		Robotics and Mechatronics
Metallurgy Engineering		Metallurgical Engineering
		Metallurgy
		Metallurgy and Material Technology
Military Engineering		Artificer Training (Electronics)
		Artificer Training (Electrical)
		Artificer Training (Mechanical)
		Armament Engineering (Gun Fitter)
		Weapons Engineering
		Navy Entry Artificer/ Diploma in Mechanical and Electrical
Mining Engineering		Mine Engineering
		Mine Surveying
		Mining and Mine Surveying
		Shipbuilding Engineering
		Drilling Engineering
		Drilling Technology
Packaging Technology		Packaging Technology
		Printing and Packing Technology
Pharmaceutical Engineering		Pharmaceutical Chemistry and Technology
Printing Engineering		Printing and Packing Technology
		Printing Technology
Pulp Technology		Pulp Technology
		Wood and Paper Technology
Textile Engineering		Apparel Design and Fabric
		Apparel Design and Fabrication Technology
		Apparel Design and Fashion Technology
		Apparel Manufacture and Design
		Apparel Technology
		Computer Aided Costume Design and Dress Making

		Costumer Design and Dress Making
		Diploma in Handloom and Textile Technology
		Diploma in Textile Technology (Man Made Fibre Technology)
		Dress Designing and Garment Manufacturing
		Fashion and Clothing Technology
		Fashion and Design
		Fashion and Apparel Design
		Fashion Designing
		Fashion Designing and Garment Technology
		Fashion Technology
		Garment Technology
		Garment and Fashion Technology
		Garment Design and Fashion Technology
		Garment Fabrication
		Garment Manufacturing Technology
		Handloom and Textile Technology
		Knitting and Garment Technology
		Knitting Technology
		Textile Chemistry
		Textile Design
		Textile Designing
		Textile Designing Printing
		Textile Engineering
		Textile Manufactures
		Textile Manufacturing and Technology
		Textile Marketing and Management
		Textile Processing
		Textile Processing Technology
		Textile Technology
		Textile Technology (Sandwich)
		Textile Technology(Textile Design and Weaving)
		Textile Technology(Manmade Fibre)
		CDDM (Costume Design and Dress Making)
Biomedical Engineering		Biomedical Engineering
		Diploma Medical Lab Technology
		ECG Technology
		Health Care Technology
		Instruments and Medical Equipment
		Medical Laboratory Technology
		MLT (Medical Laboratory Technology)
		Ophthalmic Technology
		Technician X-Ray Technology

Multimedia Technology		3-D Animation and Graphics
		Animation and Multimedia Technology
		Multimedia Technology
Office Management/ Commercial Practice		Accounts and Audit
		Administration Services
		Computer Application and Business Management
		Finance Account and Auditing
		Modern Office Management
		Modern Office Management and Secretarial Practice
		Modern Office Practice
		Commercial and Computer Practice
		Commercial Practice
		Commercial Practice (KAN and ENG)
Rubber		Rubber Technology
		Chemical Technology (Rubber and Plastic Technology)
		Chemical Technology (Rubber/ Plastic)
Cosmetology		Beauty and Hair Dressing
		Beauty Culture and Cosmetology
		Cosmetology and Health
Cinematography		Applied Videography
		Audiography and Sound Engineering
		Cinematography
		Direction Screen Play Writing and TV Production
		Film and Video Editing
		Film Editing and TV Production
		Film Technology and TV Production (Cinematography)
		Film Technology and TV Production (Film Processing)
		Film Technology and TV Production (Sound Rec. and Sound Engineering)
		Film Technology(Animation and Visual Effects
		Photography
		Sound Recording Engineering
Hotel Management		Hotel Management and Catering Technology
Journalism and Mass Communication		Mass Communication
Cement Technology		Cement Technology
Engineering Education		Engineering Education

Fisheries Technology		Fisheries Technology
Home science		Home Science
Jewellery Design and Manufacture Technology		Jewellery Design and Manufacture Technology
Library and Information Science		Library and Information Science
Sugar Technology		Sugar Technology
Travel and Tourism		Travel and Tourism
Wood Technology		Wood Technology

Annexure 4A

CLOSEST AVAILABLE NOMENCLATURE OF UG DEGREES FOR THE DIPLOMA IN ENGINEERING

Existing Nomenclature of Diploma	Closest Nomenclature of UG Degree
Aero Space Engineering	Aeronautical Engineering
Aeronautical Engineering	
Aircraft Maintenance Engineering (Avionics)	
Aircraft Maintenance Engineering	
Agricultural Engineering	Agriculture Engineering
Agricultural Technology	
Diploma in Architectural Assistantship	Architecture Engineering
Interior Decoration	
Interior Design	
Automobile Engineering	Automobile Engineering
Automobile Engineering (Automobile Fitter)	
Automotive Engineering	
Mechanical Engineering (Auto)	
Mechanical Engineering Automobile	
Biomedical Engineering	Biomedical Engineering
Biomedical Instrumentation	
Biotechnology	Biotechnology
Ceramic Engineering and Technology	Ceramic Engineering
Ceramic Technology	
Ceramics Engineering	
Glass and Ceramics Engineering	
Chemical Engineering	Chemical Engineering
Chemical Engineering (Fertilizer)	
Chemical Engineering (Oil Technology)	
Chemical Engineering (Part Time)	
Chemical Engineering (Petro Chemical)	
Chemical Engineering (Plastic and Polymer)	
Chemical Engineering (Sugar Technology)	
Chemical Engineering (SW)	
Chemical Technology	
Chemical Technology (Paint Technology)	
Chemical Technology (Rubber and Plastic Technology)	
Chemical Technology Fertilizer	
Chemical Technology (Rubber / Plastic)	
Surface Coating Technology	

Technical Chemistry	
Civil and Environmental Engineering	Civil Engineering
Civil and Rural Engineering	
Civil (Public Health and Environment) Engineering	
Civil Draftsman	
Civil Engineering	
Civil Engineering and Planning	
Civil Engineering (Building Services Engineering)	
Civil Engineering (Construction Technology)	
Civil Engineering (Environment and Pollution Control)	
Civil Engineering (Environmental Engineering)	
Civil Engineering (Public Health Engineering)	
Civil Engineering (Rural Engineering)	
Civil Engineering (Sandwich Pattern)	
Civil Engineering (Water Resource and Management)	
Civil Environmental Engineering	
Civil Technology	
Civil Engineering (Construction)	
Civil (SFS Mode)	
Construction Engineering	
Construction Technology	
Construction Technology and Management	
Geoinformatics and Surveying Technology	
Quantity Surveying and Construction Management	
Survey Engineering	
Water Resource Management	
Geographic Information System (G.I.S.) and Global Positioning System	
Transportation Engineering	
Water Technology and Health Science	
Advanced Computer Application	Computer Science and Engineering
Campus Wide Network Design and Maintenance	
Computer Hardware and Networking	
Computer and Information Science	
Computer Applications	
Computer Engineering	
Computer Engineering and Application	
Computer Hardware and Maintenance	
Computer Hardware and Networking	
Computer Networking	
Computer Science and Engineering	

Computer Science	
Computer Science and Technology	
Computer Science and Information Technology	
Computer Science and Systems Engineering	
Computer Software Technology	
Computer Technology	
Computer Technology and Applications	
Cyber Forensics and Information Security	
Diploma in Computer Applications	
I.T. (Courseware Engineering)	
Information and Communication Technology	
Information Engineering	
Information Science	
Information Science and Engineering	
Information Science and Technology	
Information Security Management	
Information Technology	
Information Technology and Engineering	
Information Technology Enabled Services and Management	
Network Engineering	
Post Graduate Diploma in Computer Application	
Web Designing	
Web Technologies	
Advanced Communication and Information System	
Electronics and Computer Engineering	
Dairy Engineering	Dairy Engineering
Electrical and Electronics (Power System)	Electrical Engineering
Electrical and Electronics Engineering	
Electrical and Electronics Engineering (Sandwich Course)	
Electrical and Instrumentation Engineering	
Electrical and Mechanical Engineering	
Electrical and Power Engineering	
Electrical Energy Systems	
Electrical Engineering (Instrumentation and Control)	
Electrical Engineering	
Electrical Engineering (Electronics and Power)	
Electrical Engineering (Industrial Control)	
Electrical Machines	
Electrical Power Systems	
Power Systems Engineering	
Electronics and Electrical Engineering	

Advanced Communication and Information System	Electronics and Communication Engineering
Advanced Electronics and Communication Engineering	
Applied Electronics	
Applied Electronics and Instrumentation Engineering	
Bio Electronics	
Digital Communications	
Digital Electronics	
Digital Electronics and Microprocessor	
Digital Electronics and Communication Engineering	
Digital Systems	
Electronic Engineering	
Electronic Instrumentation and Control Engineering	
Electronic Science and Engineering	
Electronics	
Electronics and Avionics	
Electronics and Communication Engineering	
Electronics and Communication Engineering(Industry Integrated)	
Electronics and Communication Technology	
Electronics and Instrumentation Engineering	
Electronics and Production	
Electronics and Telecommunication Engineering	
Electronics and Telecommunication Engineering (Technologyelectronic Radio)	
Electronics and Video Engineering	
Electronics (Fiber Optics)	
Electronics (Robotics)	
Electronics and Communication Engineering (Microwaves)	
Electronics and Communication Engineering (Sandwich)	
Electronics and Computer Engineering	
Electronics and Electrical Engineering	
Electronics and Telecommunication Engineering (Radio and System)	
Electronics Communication and Instrumentation Engineering	
Electronics Engineering	
Electronics Engineering (Industry Integrated)	
Electronics Engineering (Micro Electronics)	
Electronics Engineering (Specialization in Consumer Electronics)	
Electronics Engineering (Modern Consumer Electronics)	
Electronics Engineering With Microprocessor	
Electronics Instrumentation and Control Engineering	
Electronics Production and Maintenance	

Electronics Robotics (SW)	
Electronics Technology	
Embedded Systems	
Industrial Electronics	
Industrial Electronics (Sandwich Pattern)	
Micro Electronics	
Opto-Electronics Engineering	
Power Electronics	
Telecommunication Engineering	
Telecommunication Technology	
TV and Sound Engineering	
Information and Communication Technology	
Electrical and Electronics (Power System)	
Electrical and Electronics Engineering	
Electrical and Electronics Engineering (Sandwich Course)	
Electrical Engineering (Electronics and Power)	
Environmental Engineering	Environmental Engineering
Civil Engineering (Environment and Pollution Control)	
Civil Engineering (Environmental Engineering)	
Civil Environmental Engineering	
Fire Technology and Safety	Fire and Safety Engineering
Food Processing and Preservation	Food Engineering
Food Processing Technology	
Food Technology	
Automation and Robotics	Instrumentation Engineering
Control and Instrumentation	
Instrument Technology	
Instrumentation	
Instrumentation and Control Engineering	
Instrumentation (E&C)	
Instrumentation Engineering	
Instrumentation Technology	
Instruments and Medical Equipment	
Applied Electronics and Instrumentation Engineering	
Electronic Instrumentation and Control Engineering	
Electronics and Instrumentation Engineering	
Electronics Robotics (SW)	
Electrical and Instrumentation Engineering	
Electrical Engineering (Instrumentation and Control)	
ECG Technology	
Automation Engineering	

Electronics Communication and Instrumentation Engineering	
Footwear Technology	Leather Technology
Leather and Fashion Technology	
Leather Goods and Footwear Tech	
Leather Technology	
Leather Technology (Footwear)	
Leather Technology Footwear Computer Aided Shoe Design	
Leather Technology Tanning	
Saddlery Technology and Export Management	
Advanced Diploma in Marine Engineering and Systems	Marine Engineering
Marine Engineering	
Marine Engineering and Systems (Artificer Training)	
Marine Engineering and Systems	
CAD CAM	Mechanical Engineering
Design and Drafting	
Diploma in Mechanical Engineering	
Foundry Technology	
Heat Power Engineering	
Machine Engineering	
Mechanical (Computer Aided Design, Manufacture and Engineering)	
Mechanical CAD/CAM	
Mechanical Engineering(Industry Integrated)	
Mechanical Engineering(Sandwich Pattern)	
Mechanical Engineering	
Mechanical Engineering (Auto)	
Mechanical Engineering (Maintenance)	
Mechanical Engineering (Refrigeration and Air Conditioning)	
Mechanical Engineering (Tool and Die)	
Mechanical Engineering Auto Mobile	
Mechanical Engineering Power Plant Engineering	
Mechanical Engineering Production	
Mechanical Engineering Specialization in Cad	
Mechanical Engineering Tool Engineering	
Mechanical Engineering Tube Well Engineering	
Mechanical Engineering (CAD/CAM)	
Mechanical Engineering(Foundry) (SW)	
Mechanical Engineering(Machine Tool Maintenance and Repairs (SW)	
Mechanical Engineering (Repair and Maintenance)	
Mechanical Welding and Sheet Metal Engineering	

Navy Entry Artificer/ Diploma in Mechanical and Electrical	
Refrigeration and Air Conditioning	
Industrial Engineering and Management	
Maintenance Engineering	
Material Management	
Energy Systems Engineering	
Mechatronics	Mechatronics
Mechatronics-Sandwich	
Robotics and Mechatronics	
Metallurgical Engineering	Metallurgical Engineering
Metallurgy	
Metallurgy and Material Technology	
Artificer Training (Electronics)	Military Engineering
Artificer Training (Electrical)	
Artificer Training (Mechanical)	
Armament Engineering (Gun Fitter)	
Weapons Engineering	
Navy Entry Artificer/ Diploma in Mechanical and Electrical	
Mine Engineering	Mining Engineering
Mine Surveying	
Mining and Mine Surveying	
Shipbuilding Engineering	
Drilling Engineering	
Drilling Technology	
Paint Technology	Oil and Paint Technology
Chemical Engineering (Oil Technology)	
Chemical Technology (Paint Technology)	
Packaging Technology	Packaging Technology
Printing and Packing Technology	
Petrochemical Engineering	Petrochemical Engineering
Petrochemical Refinery	
Petrochemical Technology	
Petroleum Engineering	
Petroleum Technology	
Chemical Engineering (Petro Chemical)	
Pharmaceutical Chemistry and Technology	Pharmaceutical Engineering
Plastic and Mould Technology	Plastic and Polymer Technology
Plastic and Polymer Engineering	
Plastic Engineering	
Plastic Mould Technology (DPMT)	

Plastic Mould Technology (DPMT/PDPMT)	
Plastic Technology	
Plastic Technology (DPT/PDPT)	
Plastics Processing and Testing	
Polymer Engineering and Technology	
Polymer Technology	
Plastic Process and Testing	
Chemical Engineering (Plastic and Polymer)	
Printing and Packing Technology	Printing Technology
Printing Technology	
Industrial and Production Engineering	Production Engineering
Machine Tools and Maintenance Engineering	
Machine Tools Technology	
Manufacturing Engineering	
Manufacturing Technology	
Precision Manufacturing	
Production and Industrial Engineering	
Production Engineering	
Production Engineering (Sandwich)	
Production Technology	
Tool and Die Making	
Tool and Die Engineering	
Tool and Die Under Mechanical Engineering	
Tool Die and Mould Making	
Fabrication Technology	
Fabrication Technology and Erection Engineering (Sandwich Pattern)	
CAD CAM	
Design and Drafting	
Foundry Technology	
Mechanical (Computer Aided Design, Manufacture and Engineering)	
Mechanical CAD/CAM	
Mechanical Engineering (Tool and Die)	
Mechanical Engineering Production	
Mechanical Engineering Tool Engineering	
Mechanical Engineering (CAD/CAM)	
Mechanical Engineering (Foundry) (SW)	
Mechanical Engineering(Machine Tool Maintenance and Repairs) (SW)	
Mechanical Welding and Sheet Metal Engineering	
Pulp Technology	Pulp Technology

Wood and Paper Technology	
Apparel Design and Fabric	Textile Technology
Apparel Design and Fabrication Technology	
Apparel Design and Fashion Technology	
Apparel Manufacture and Design	
Apparel Technology	
Computer Aided Costume Design and Dress Making	
Costumer Design and Dress Making	
Diploma in Handloom and Textile Technology	
Diploma in Textile Technology (Man Made Fibre Technology)	
Dress Designing and Garment Manufacturing	
Fashion and Clothing Technology	
Fashion and Design	
Fashion and Apparel Design	
Fashion Designing	
Fashion Designing and Garment Technology	
Fashion Technology	
Garment Technology	
Garment and Fashion Technology	
Garment Design and Fashion Technology	
Garment Fabrication	
Garment Manufacturing Technology	
Handloom and Textile Technology	
Knitting and Garment Technology	
Knitting Technology	
Textile Chemistry	
Textile Design	
Textile Designing	
Textile Designing Printing	
Textile Engineering	
Textile Manufactures	
Textile Manufacturing and Technology	
Textile Marketing and Management	
Textile Processing	
Textile Processing Technology	
Textile Technology	
Textile Technology (Sandwich)	
Textile Technology (Textile Design and Weaving)	
Textile Technology (Manmade Fibre)	
CDDM (Costume Design and Dress Making)	
Rubber Technology	Rubber Technology

Chemical Technology (Rubber and Plastic Technology)	
Chemical Technology (Rubber / Plastic)	
Hotel Management and Catering Technology	Hotel Management and Catering Technology
Biomedical Instrumentation	Medical Electronics
Diploma Medical Lab Technology	
Medical Electronics Engineering	
Medical Electronics	
Medical Laboratory Technology	
MLT (Medical Laboratory Technology)	
Instruments and Medical Equipment	
Cement Technology	*
Engineering Education	*
Fisheries Technology	*
Home Science	*
Jewellery Design and Manufacture Technology	*
Library and Information Science	*
Sugar Technology	*
Travel and Tourism	*
Wood Technology	*
Beauty and Hair Dressing	*
Beauty Culture and Cosmetology	*
Cosmetology and Health	*
Applied Videography	*
Audiography and Sound Engineering	*
Cinematography	*
Direction Screen Play Writing and TV Production	*
Film and Video Editing	*
Film Editing and TV Production	*
Film Technology and TV Production (Cinematography)	*
Film Technology and TV Production (Film Processing)	*
Film Technology and TV Production (Sound Rec. and Sound Engineering)	*
Film Technology(Animation and Visual Effects	*
Photography	*
Sound Recording Engineering	*
Mass Communication	*
Accounts and Audit	*
Administration Services	*
Computer Application and Business Management	*
Finance Account and Auditing	*

Modern Office Management	*
Modern Office Management and Secretarial Practice	*
Modern Office Practice	*
Commercial and Computer Practise	*
Commercial Practice	*
Commercial Practice (KAN and ENG)	*
ECG Technology	*
Health Care Technology	*
Ophthalmic Technology	*
Technician X-Ray Technology	*
3-D Animation and Graphics	*
Animation and Multimedia Technology	*
Multimedia Technology	*

Note: The Institutions running * Diploma Courses have to continue at the same level or may opt for the closure of the Course.

Annexure 4B

CLOSEST AVAILABLE NOMENCLATURE OF DIPLOMA FOR THE UG DEGREE IN ENGINEERING

Existing Nomenclature of UG Degree	Closest Nomenclature of Diploma
Aero Space Engineering	Aeronautical Engineering
Aeronautical Engineering	
Aircraft Maintenance Engineering	
Agricultural Engineering	Agricultural Engineering
Agricultural Technology	
Agriculture Engineering	
Architectural Assistantship	Architectural Assistantship
Architecture and Interior Decoration	
Architecture Assistantship	
Automobile Engineering	Automobile Engineering
Automobile Maintenance Engineering	
Automotive Technology	
Mechanical Engineering Automobile	
Biomedical Engineering	Biomedical Engineering
Biomedical Instrumentation	
Electronics and Biomedical Engineering	
Biotechnology	Biotechnology
Biotechnology and Biochemical Engineering	
Industrial Biotechnology	
Ceramic Engineering and Technology	Ceramics Engineering
Ceramic Technology	
Ceramics Engineering	
Chemical and Electro Chemical Engineering	Chemical Engineering
Biochemical Engineering	
Chemical Engineering	
Chemical Engineering (Plastic and Polymer)	
Chemical Technology	
Dye Stuff Technology	
Surface Coating Technology	Surface Coating Technology
Oil and Paint Technology	
Oil Technology	Chemical Engineering (Oil Technology)
Oils, Oleochemicals and Surfactants Technology	
Paint Technology	
Building and Construction Technology	Civil Engineering (Construction Technology)
Construction Engineering	
Construction Technology	
Construction Technology and Management	
Civil Engineering (Construction Technology)	
Civil and Infrastructure Engineering	
Civil and Environmental Engineering	Civil and Environmental Engineering
Environment Engineering	

Environmental Engineering	
Environmental Science and Engineering	
Environmental Science and Technology	
Civil Engineering (Environmental Engineering)	
Civil Engineering (Public Health Engineering)	
Civil and Rural Engineering	Civil Engineering
Civil Technology	
Civil and Water Management Engineering	
Civil Engineering	
Civil Engineering and Planning	
Construction Engineering and Management	
Geo Informatics	Geoinformatics and Surveying Technology
3-D Animation and Graphics	3-D Animation and Graphics
Advanced Computer Application	
Computer and Communication Engineering	Computer Engineering
Computer Engineering	
Computer Engineering and Application	
Computer Networking	
Computer Science and Engineering	
Computer Science	
Computer Science and Technology	
Computer Science and Information Technology	
Computer Science and Systems Engineering	
Computer Technology	
Computing in Computing	
Computing in Multimedia	
Computing in Software	
Information and Communication Technology	Information Technology and Engineering
Information Engineering	
Information Science and Engineering	
Information Science and Technology	
Information Technology	
Information Technology and Engineering	
Software Engineering	
Dairy Engineering	Dairy Engineering
Diary Technology	
Electrical and Computer Engineering	Electrical Engineering
Electrical and Electronics (Power System)	Electrical and Electronics Engineering
Electrical and Electronics Engineering	
Electrical and Electronics Engineering (Sandwich)	
Electrical and Instrumentation Engineering	
Electrical Engineering	
Electronics and Electrical Engineering	
Electrical Engineering (Electronics and Power)	
Electrical Instrumentation and Control Engineering	
Electrical, Electronics and Power	

Electrical and Mechanical Engineering	Electrical and Power Engineering
Electrical and Power Engineering	
Electrical Engineering Industrial Control	
Advanced Communication and Information System	Advanced Electronics and Communication Engineering
Advanced Electronics and Communication Engineering	
Applied Electronics and Instrumentation Engineering	
Applied Electronics and Communications	
Communication Engineering	
Digital Techniques for Design and Planning	Digital Electronics
Electronic Engineering	Electronics and Communication Engineering
Electronic Science and Engineering	
Electronics	
Electronics and Communication Engineering	
Electronics and Communication Engineering (Industry Integrated)	
Electronics and Instrumentation Engineering	Electronics and Telecommunication Engineering
Electronics and Telecommunication Engineering	
Electronics and Telecommunication Engineering (Technologynician Electronic Radio)	
Electronics Communication and Instrumentation Engineering	
Radio Physics and Electronics	
Applied Electronics and Instrumentation Engineering	
Telecommunication Engineering	
Electronics and Biomedical Engineering	
Electronics and Communication Engineering (Microwaves)	
Electronics and Communication Engineering (Sandwich)	
Electronics and Computer Science	
Electronics and Control Systems	Electronics and Electrical Engineering
Electronics and Electrical Engineering	
Electronics and Power Engineering	
Electronics and Telematics Engineering	
Electronics Design Technology	
Electronics Engineering	
Electronics Instrumentation and Control Engineering	
Electronics System Engineering	
Electronics Technology	
Optics and Optoelectronics	Opto-Electronics Engineering
Power Electronics	Power Electronics
Power Electronics and Instrumentation Engineering	
Power Electronics Engineering	
Fire Technology and Safety	Fire Technology and Safety
Safety and Fire Engineering	
Food Engineering and Technology	Food Technology
Food Processing and Preservation	
Food Processing Technology	
Food Technology	
Food Technology and Management	

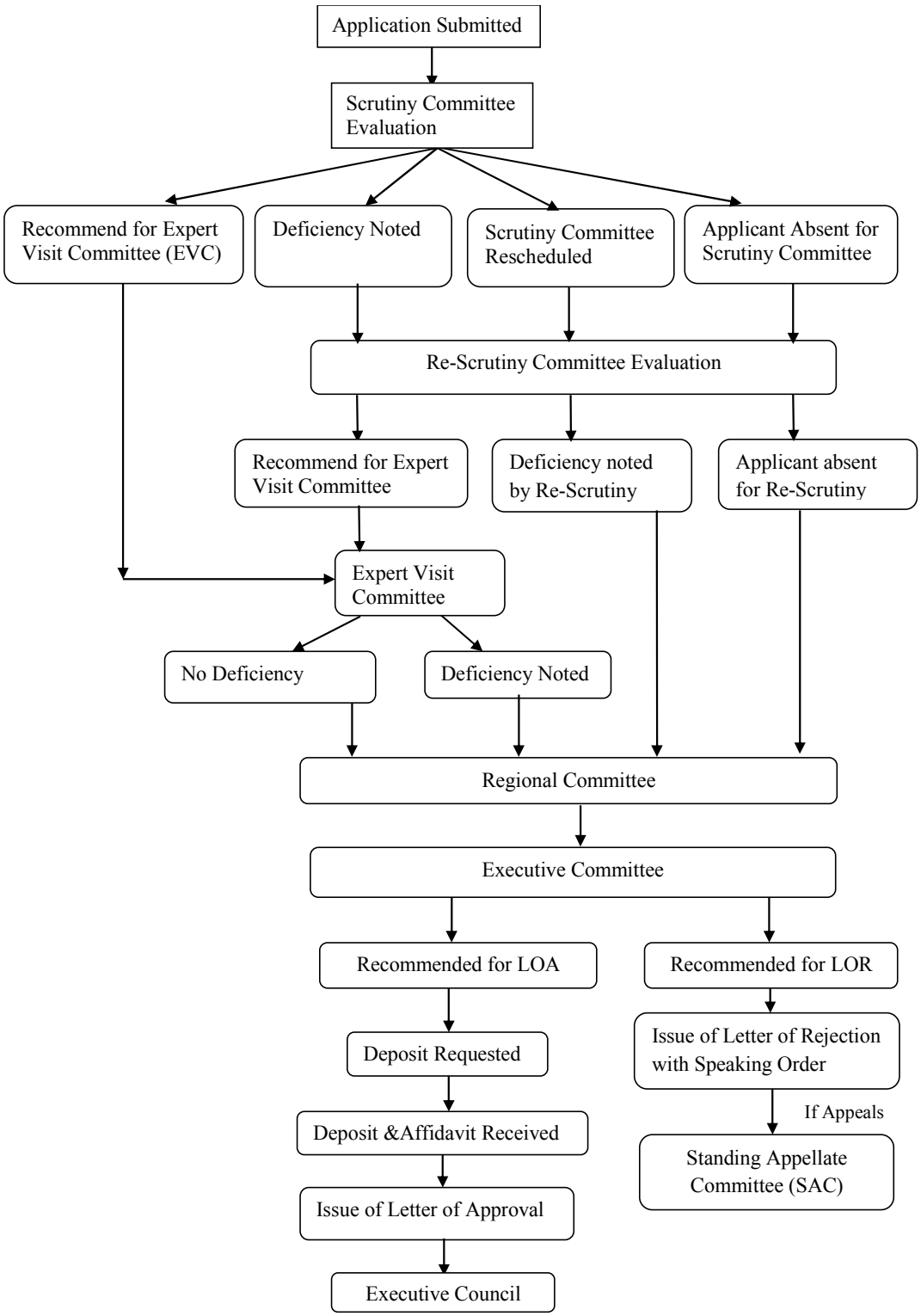
Automation and Robotics	Automation Engineering
Automation Engineering	
Instrument Technology	Instrumentation Engineering
Instrumentation	
Instrumentation and Control Engineering	
Instrumentation and Electronics	
Instrumentation Engineering	
Instrumentation Technology	
Robotics and Automation	Automation and Robotics
Medical Electronics Engineering	Medical Electronics Engineering
Medical Electronics	
Medical Lab Technology	
Foot Wear Technology	Footwear Technology
Leather Technology	Leather Technology
Naval Architecture and Ship Building Engineering	Shipbuilding Engineering
Shipbuilding Engineering	
Marine Engineering	Marine Engineering
Marine Technology	
Industrial and Production Engineering	Industrial and Production Engineering
Industrial Engineering	
Industrial Engineering and Management	
Mechanical Engineering (Production)	
Production and Industrial Engineering	
Production Engineering	
Production Engineering (Sandwich)	
Manufacturing Engineering	Manufacturing Engineering
Manufacturing Engineering and Automation	
Manufacturing Engineering and Technology	
Manufacturing Process and Automation Engineering	
Manufacturing Science and Engineering	
Manufacturing Technology	
Mechanical and Automation Engineering	Mechanical Engineering
Mechanical Engineering (Industry Integrated)	
Mechanical Engineering (Sandwich Pattern)	
Power Engineering	
Mechanical Engineering	
Mechanical Engineering (Automobile)	Mechanical Engineering (Automobile)
Mechanical Engineering Automobile	
Mechanical Engineering (Repair and Maintenance)	
Precision Manufacturing	Mechatronics
Mechatronics	
Mechatronics Engineering	
Mechatronics Engineering (Sandwich)	
Tool Engineering	Tool and Die Engineering
Material Science and Technology	Metallurgical Engineering
Metallurgical and Materials Engineering	
Metallurgical Engineering	
Metallurgy	

Metallurgy and Material Technology	
Mine Engineering	Mining Engineering
Mining Engineering	
Packaging Technology	Printing and Packing Technology
Printing and Packing Technology	
Printing Technology	
Petrochem and Petroleum Refinery Engineering	Petroleum Engineering
Petrochemical Engineering	
Petrochemical Technology	
Petroleum Engineering	
Petroleum Technology	
Pharmaceuticals and Fine Chemical Technology	Pharmaceutical Chemistry and Technology
Pharmaceuticals Chemistry and Technology	
Plastic and Polymer Engineering	Plastic and Polymer Engineering
Plastics Engineering	
Plastics Technology	
Polymer Engineering	
Polymer Engineering and Technology	
Polymer Science and Chemical Technology	
Polymer Science and Technology	
Polymer Technology	
Pulp Technology	Pulp Technology
Apparel and Production Management	Apparel Manufacture and Design
Fashion and Apparel Technology	Fashion and Apparel Design
Fashion and Apparel Engineering	
Fashion Technology	
Fibres and Textiles Processing Technology	Textile Processing Technology
Jute and Fibre Technology	
Man Made Fibre Technology	
Man-Made Textile Technology	
Silk Technology	Textile Engineering
Textile Chemistry	
Textile Engineering	
Textile Plant Engineering	
Textile Processing	
Textile Technology	
Rubber Technology	Rubber Technology
Cement and Ceramic Technology	Cement Technology
Nano Science and Technology	*
Nano Technology	*
Nano Technology and Robotics	*
Planning	*
Energy and Environmental Management	*
Energy Engineering	*
Airline Management	*

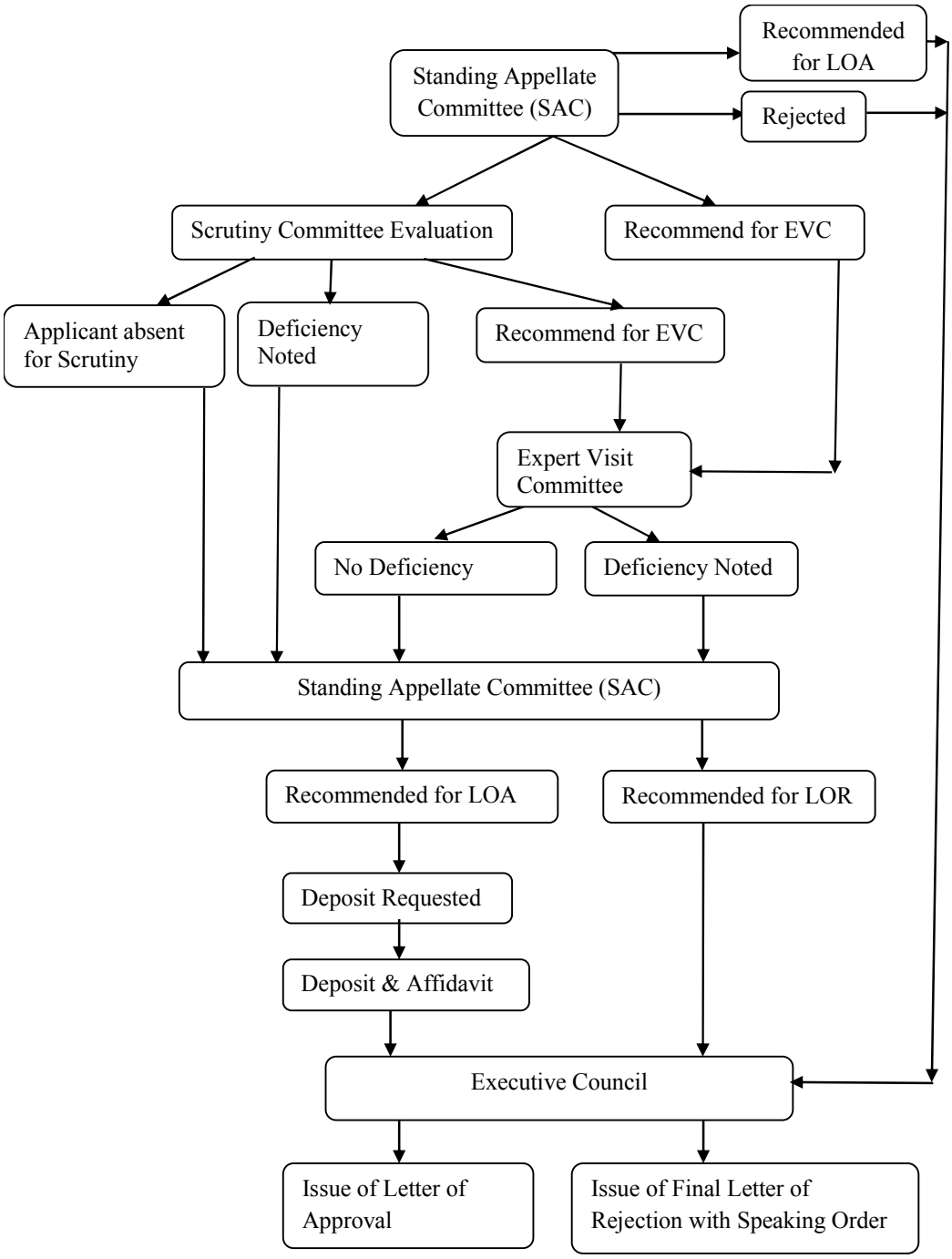
Note: The Institutions running * Degree Courses have to continue at the same level or may opt for the closure of the Course.

Annexure 5

PROCESS FLOW CHART FOR ESTABLISHMENT OF NEW TECHNICAL INSTITUTIONS



Contd…


Standing Appellate Committee (SAC)
Recommended for LOA
Rejected
Scrutiny Committee Evaluation
Recommend for EVC
Applicant absent for Scrutiny
Deficiency Noted
Recommend for EVC
Expert Visit Committee
No Deficiency
Deficiency Noted
Standing Appellate Committee (SAC)
Recommended for LOA
Recommended for LOR
Deposit Requested
Deposit & Affidavit
Executive Council
Issue of Letter of Approval
Issue of Final Letter of Rejection with Speaking Order

Annexure 6

RECOMMENDED MAXIMUM TUITION AND DEVELOPMENT FEE PER ANNUM FOR FULL TIME PROGRAMMES BY THE NATIONAL FEE COMMITTEE

	Type X cities	Type Y cities	Type Z cities
Undergraduate Degree Programs			
4 Year Engineering Degree (B.E./ B.Tech.)	1,58,300	1,50,500	1,44,900
5Year Architectural Degree (B.Arch.)	2,25,300	2,13,500	2,05,050
4 Year Town Planning Degree	2,25,600	2,13,750	2,05,350
5Year Applied Arts and Crafts Degree	2,25,600	2,13,750	2,05,350
4 Year Pharmaceutical Degree (B. Pharma.)	1,55,125	1,47,250	1,41,650
4 Year Degree in HMCT	1,55,125	1,47,250	1,41,650
Post Graduate Degree Programs			
2 Year Engineering Degree (M.E./ M.Tech.)	2,51,350	2,39,950	2,31,350
2 Year Architectural Degree (M.Arch.)	2,69,700	2,56,100	2,45,875
2 Year Town Planning Degree	2,69,700	2,56,100	2,45,875
2 Year Applied Arts and Crafts Degree	2,69,700	2,56,100	2,45,875
2 Year Pharmaceutical Degree (M.Pharm.)	2,27,500	2,16,100	2,07,500
2 Year Degree in HMCT	2,27,500	2,16,100	2,07,500
3 Year MCA	1,71,150	1,63,250	1,57,650
2 Year MBA	1,71,300	1,63,400	1,57,800
Diploma Programs			
3/ 4 Year Diploma Engineering	97,350	92,375	89,100
3/ 4 Year Diploma Architecture	97,900	92,925	89,650
3/ 4 Year Diploma Town Planning	97,900	92,925	89,650
3/ 4 Year Diploma Applied Arts and Crafts	99,500	94,500	91,200
3/ 4 Year Diploma HMCT	98,000	93,000	89,700
3/ 4 Year Diploma Pharmacy	97,975	93,000	89,700
Post Diploma Programs			
1.5-2 Year Diploma Engineering	97,800	92,850	89,550
1.5-2 Year Diploma Architecture	98,650	93,650	90,350
1.5-2 Year Diploma Pharmacy	98,650	93,650	90,350
1.5-2 Year Diploma Applied Arts and Crafts	100,250	95,300	92,000
1.5-2 Year Diploma HMCT	98,750	93,775	90,475

Type X/ Y/ Z cities as per VI Central Pay Commission Classification of Cities

Annexure 7

LAND REQUIREMENT AS PER APPROVAL PROCESS HANDBOOK NORMS DURING THE PREVIOUS YEARS

DEGREE LEVEL INSTITUTIONS

Year	Engineering and Technology			Arch/ Planning/ HMCT			Applied Arts and Crafts			Pharmacy			Management			MCA		
	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural
1985-90	3 x plinth area for bldgs. + playground + allowance for future development **																	
1995		20	20															
1997	2	4	10															
1999-2003	5	10	25	2	5	10	0.5	2.5	5	0.5	2.5	5	0.5	1.25	2.5	0.5	1.5	2.5
2004-2005	5	10	10	2	5	5	0.5	2.5	2.5	0.5	2.5	2.5	0.5	1.25	1.25	0.5	1.25	1.25

Year	Engineering and Tech.			Arch/ Planning/ HMCT			Applied Arts and Crafts			Pharmacy			Management			MCA		
	Mega/ Metro	urban	Non-urban	Mega/ Metro	urban	Non-urban	Mega/ Metro	urban	Non-urban	Mega/ Metro	urban	Non-urban	Mega/ Metro	urban	Non-urban	Mega/ Metro	urban	Non-urban
2006-09	3	5	10	1	1.5	2.5	0.70	1	2	0.75	1.25	2	0.5	0.5	1	0.5	0.75	1.5
2010-11	2.5	4	10	1	1.5	2.5	0.75	1	2	0.75	1.25	2	0.5	0.5	1	0.5	0.75	1.5
2011-15	2.5		10	1		2.5	0.75		2	0.75		2	0.5		1	0.5		1.5
2016-17	1.5	2.5	7.5	1	1	2.5	0.75	0.75	2	0.75	0.75	2	0.5	0.5	1	0.5	0.5	1.5

DIPLOMA LEVEL INSTITUTIONS

Year	Engineering and Technology			Arch/ Planning			Applied Arts and Crafts			Pharmacy			HMCT (Deg. + Dip)			HMCT		
	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural	Metro/ Corporation	Dist. HQ	Rural
1985-90	3 x plinth area for bldgs. + playground + allowance for future development																	
1997	2	4	8															
1999-2003	5	10	20	0.5	1.5	3	0.5	1.5	2.5	-	-	-	0.5	2.5	5	0.5	1.5	3
2004-06	5	10	10	2	5	5	0.5	2.5	2.5	0.5	2.5	2.5	0.5	2.5	2.5	0.5	1.5	1.5

Year	Engineering and Technology			Arch/ Planning/ HMCT			Applied Arts and Crafts			Pharmacy			HMCT (Deg. + Dip)			HMCT		
	Mega/ Metro	urban	Non-urban	Mega/ Metro	urban	Non-urban	Mega/ Metro	urban	Non-urban	Mega/ Metro	urban	Non-urban	Mega/ Metro	urban	Non-urban	Mega/ Metro	urban	Non-urban
2007-10	1.5	2.5	5	1.5	2.5	5	1.5	2.5	5	1.5	2.5	5	-	-	-	1.5	2.5	5
2011-15	1.5		5	1		2.5	0.75		2	0.75		2	-	-	-	1		2.5
2016-17	1.5	1.5	4	1.0	1	2.5	0.75	0.75	2	0.75	0.75	2	-	-	-	1	1	2.5

STAND ALONE PG INSTITUTIONS

Year	Engineering and Technology			Arch/ Planning/ HMCT			Applied Arts and Crafts			Pharmacy			Management			MCA		
	Mega	Metro/ State capital	Others	Mega	Metro/ State capital	Others	Mega	Metro/ State capital	Others	Mega	Metro/ State capital	Others	Mega	Metro/ State capital	Others	Mega	Metro/ State capital	Others
2011-15	2.5		10	1		2.5	0.75		2	0.75		2	0.5		1	0.5		1.5
2016-17	-	-	-	-	-	-	-	-	-	-		-	-		-	-		-

Note: The above Table consolidates the extent of land for the previous years, for other conditions/details, Concerned APH shall be verified. Unit for land is in Acres for all the years, except for 1997, it is hectares

Annexure 8

FIRE AND LIFE SAFETY MEASURES FOR INSTITUTIONS

General requirements that every Institution shall have to ensure safe environment for the students and staff of any professional education Institution (Table 1). A checklist of provisions to be made in case of above mentioned events for ready reference of the Institutions (Annexure 9). The essential and desirable provisions/ general guidelines to take care in case of possible hazardous situations are as follows:

- Fire
- Electrical hazard
- Unsafe Drinking water/ food
- Laboratory accidents
- Workshop accidents
- Emergency situations in case of physically challenged
- Structural failure of building
- Accidents during sports/ social events
- Stampede
- Construction activity hazards
- Transport vehicle accident
- Lift accidents
- Earthquake
- Cyclone
- Flood
- Landslide

Table 1 Essential general requirements for any Institution

1	Have you identified possible hazardous situations considering nature of your Institution and location of the Institution?	Yes/ No
2	Have you classified these risks into intolerable, undesirable and negligible?	Yes/ No
3	Have you prepared a risk response plan for each of the situation?	Yes/ No
4	Are the stakeholders been made aware about the risk response plans?	Yes/ No
5	Are you conducting any training Programmes or mock drills of such eventualities?	Yes/ No
6	Is safety audit done periodically?	Yes/ No
7	Do you have established procedures required to handle such emergency situations?	Yes/ No
8	Do the procedures clearly define duties and responsibilities of various authorities and agencies?	Yes/ No
9	Have you appointed a single person (Safety Officer) who is responsible to make all arrangements to eliminate and/ or to avoid such events?	Yes/ No
10	Is each of the student/ staff person using the Institution facility has undergone a test to verify whether he/ she has understood the procedures?	Yes/ No

Annexure 9

ESSENTIAL AND DESIRABLE REQUIREMENTS/ GENERAL GUIDELINES IN CASE OF VARIOUS EVENTS

➢ FIRE
Essential requirements:
• All the buildings, after completion and before occupation, shall be inspected for fire and life safety measures by the Local Fire Service Authorities and a Certificate to that effect shall be obtained. In the absence of such a Certificate, following requirements shall be met. • Fire buckets filled with sand shall be hanged in the protected stands near workshop, Laboratory, DG room, transformer and sub-station. • Fire point should be established in front of each building with 2 fire water buckets, 2 sand buckets and 4 fire extinguishers one of each type. • Minimum 2 numbers of extinguisher of any type should be installed at every prominent location.
• Every exit, exit access or exit discharge shall be continuously maintained free of all obstructions or impediments to full use in case of fire or other emergency.
• Retro reflective Signage shall be provided for escape routes at suitable height.
• Evacuation drill shall be conducted for each building quarterly.
• To avoid stampede and to manage any emergency properly, the Institution should have a Standing Fire Order – Document containing established procedures required to handle fire and emergency situations in which duties and responsibilities of various Authorities and Agencies are included (Sample copy enclosed).
Desirable requirements:
• The CCTV camera shall be provided to cover all the important areas of the campus including firefighting system like extinguishers, hose reels, risers, automatic detection and alarm system, sprinkler system, manual call points etc.
• Assembly point shall be provided in a safe place with no fencing around it.
➢ ELECTRICAL HAZARD
Essential requirements:
• Proper earthing and bonding of electrical wiring shall be ensured.
• All major equipment shall be earthed separately.
• Earth leakage circuit breaker (ELCB) shall be provided as required.
• No overhead High tension electric line shall pass across the premises.
• Sub stations or transformers, if any, shall be segregated. Carbon di-oxide, dry chemical powder (DCP) and Mechanical foam fire extinguishers, san buckets shall be provided.
Desirable requirements:
• All overhead electric lines shall be at a height not less than 5.4 m from the ground.
• Electrical resistant mats should be placed in front of every electric panel.
• Only trained and licensed electricians should be allowed to do work related to electric supply.
• Vertical clearance of any bare electric line passing near a building shall be minimum 2.43 m from the highest point in the building and the horizontal clearance shall be minimum 1.2 m from the closest part.
• A clear space of not less than 1 m in width shall be provided in front of the switchboard.
• If there are any attachments or bare connections at the back of the switchboard, the space (if any) behind the switchboard shall be either less than 20 cm or more than 75 cm in width, measured from the farthest outstanding part of any attachment or conductor.
• Lightning arrester shall be provided for all the buildings.
➢ UNSAFE DRINKING WATER/ FOOD

Essential requirements:
• Clean all reservoirs on periodic basis.
• Test quality of water every three months.
Desirable requirements:
• Test quality of samples of food prepared on campus in an independent Laboratory preferably once in six months.
➢ LABORATORY ACCIDENT
Essential requirements:
• Warning symbols shall be provided inside and outside the Laboratories.
• List of chemicals used in the Laboratory shall be displayed outside.
• Instructions regarding the procedure to be followed in case of an emergency occurring in the building shall be displayed inside and outside the Laboratory in the form of Do's and Don'ts.
• First aid kit shall be maintained, wherever necessary
• Emergency contact numbers shall be displayed inside for contacting in case of any emergency which should include Safety Officer, fire control room, medical Assistance, Security assistance, Head of the concerned department, maintenance services.
• Personal protective equipment, as necessary, shall be provided for each one entering the Laboratory.
Desirable requirements:
• Provision for fume hood should be made.
• Glove box for Experiments shall be provided.
• Good housekeeping practice shall be followed.
• Knowledge to operate the fire extinguisher provided inside and outside the Laboratory.
• Flooring of the Laboratory shall be non-skid and non-static.
• Proper ventilation facilities shall be provided to prevent accumulation of dust and fumes.
• Only small quantity for experimental purpose shall be kept in Laboratory and the quantity shall be noted every day.
• Material safety data sheet for relevant chemicals shall be provided.
• Disposal of chemical waste shall be done properly on daily basis.
➢ WORKSHOP ACCIDENT
Essential requirements:
• Personal protective equipment shall be available for each one entering the workshop.
• Instructions for workshop safety must be displayed inside and outside the workshop.
• First aid kit shall be maintained.
• Safety precaution for operation for each machine should be affixed with it.
• Standard Operating Procedure (S.O.P.) for all the equipment and system must be prepared and properly displayed near the respective machine.
• All the electrically operated machinery should be properly earthed and bonded.
• Emergency contact numbers shall be displayed for contacting in case of any emergency which should include Safety Officer, fire control room, medical assistance, Security assistance, Head of the concerned department, maintenance services.
• Instructions regarding the procedure to be followed in case of an emergency occurring in the building outside the workshop during the running of workshop shall be displayed inside and outside the workshop in the form of Do's and Don'ts.
Desirable requirements:
• While installing or keeping machines and tool, racks aisles and gangways should be provided.
• There should be Schedule for standard test for machines and tools.
• Workshop floor should be made by non-skid and non-static floor tiles.

• Place for disposal of materials should be properly marked.
• Housekeeping shall be done as per proper Schedule.
• Various fuels used in workshop shall be stored in minimum quantity according to requirement.
• Proper ventilation facilities shall be provided to prevent dust accumulation.
➢ EMERGENCY SITUATION - PHYSICALLY CHALLENGED
Essential requirements:
• Ramp shall be provided for the disabled for easy access to and evacuation from the building.
• Sufficient wheel chairs and stretchers shall be available for use in emergency.
Desirable requirements:
• Information regarding the number of physically challenged people in the campus should be available with the Safety Officer.
• The time and the number of physically challenged persons among the visitors shall be recorded at security gate.
➢ STRUCTURAL FAILURE OF BUILDING
General Guidelines:
• Emergency evacuation procedure with evacuation plan shall be kept ready.
• Provisions shall be made to cut off water, electricity and LPG connections safely from outside the building.
• Structural audit of buildings shall be done periodically.
➢ ACCIDENTS DURING SPORTS/ SOCIAL EVENTS
General Guidelines:
• A qualified medical practitioner should be present or available on call.
• Trained Para-medical staff and first-aid kit shall be available.
• Structural strength of temporary galleries and other temporary structures shall be ensured.
• In permanent structures, no exit shall be locked permanently, for any reason.
• Training in first aid shall be given to all volunteers.
• Proper signage for exits and safe assembly points.
• Information regarding Exit, Escape routes, entry, parking, seating arrangements etc. shall be made available to all entrants in graphical form.
• Well-equipped vehicle or ambulance shall be available for emergencies.
• Barricading, if provided, shall not obstruct safe escape routes.
• Temporary galleries/ pandals and other temporary structures shall conform relevant Indian Standards and Codes for practice
• Provision for a dispensary should be made.
• Sufficient power back up for illumination shall be provided.
• The pressure points, near the diversion or change in pathway, shall always be attended by trained guards or volunteers to avoid stampede.
• Crowd management system shall be established for continuous monitoring of status of crowd, behavior and movement.
• Public address system and other communication system shall be maintained at the crowd management centre.
• Early opening and delayed closing shall help to prevent stampede.
➢ STAMPEDE
Guidelines to be followed
• Proper signage for traffic control route shall be displayed.
• Public Address system shall be implemented to communicate and to direct.
• Power back up for extra illumination of exit routes shall be available.

• It is necessary to do planning and practicing mannerly and orderly evacuation and maintaining records.
• Student volunteers need to be trained for proper evacuation
• Ensure that no more than 4 persons/ m^2shall assemble in all assembly areas.
• Temporary barriers shall be provided to use in emergency to restrict and to control traffic.
➢ CONSTRUCTION ACTIVITY HAZARDS
General Guidelines:
• Safety helmets are worn.
• Barricade entire construction work area from other educational area.
• Where guarding to working area is impractical, use of safety nets and harnesses must be done.
• Erect warning signs during striking operations.
• Erect safety signs and barriers to keep unauthorized persons away from work area.
• Inspection chambers in the ground and openings in the slab are either covered over and a warning sign erected or protected by some guard rails.
• Scaffolds and other working platforms should be equipped with guard rail and toe board.
• Remove periodically all unnecessary obstructions, which may create a hazard.
• Waste materials being disposed off from heights should always be lowered safely and never thrown or dropped from working area.
• No person should be allowed access under slab formwork during pouring.
• Never allow partially struck formwork to be left unattended.
• Wear appropriate protective clothing.
• Keep the electric leads, compressed air lines and pump lines as short as possible to prevent risk of tripping injuries.
• Inspect periodically all scaffolds, working platforms, screens and other lifting and handling devices and maintain a record of inspection.
• No person under the age of 18 years should be allowed to operate any item of powered plant.
• Take care of personal hygiene.
➢ TRANSPORT VEHICLE ACCIDENTS
General Guidelines:
• Fire Extinguisher shall be provided in all vehicles.
• Driver and attender shall be trained in first aid firefighting and first aid and the records of refresher training shall be maintained.
• Geographic positioning system (GPS) shall be provided for all vehicles for college transport.
• Emergency exits must be properly maintained in the vehicle.
• All emergency numbers shall be displayed in the vehicle, inside and outside.
• Name of the College and contact number shall be written legibly on all four sides of the vehicle.
• Driver cabin should be separate.
• Fitness Certificate test records and records of repair and maintenance of the vehicle shall be maintained.
• Details of battery, tyre, issue of lubricants, fuel etc. shall be properly maintained.
➢ LIFT ACCIDENTS
General Guidelines:
• Signage should indicate precautions to be taken for lift operations.
• A phone unit and an alarm bell should be provided inside the lift cabin.
• Emergency contact numbers need to be displayed inside and outside of the lift cabin.
• Emergency lighting should be available.
• Sufficient number of lifts shall be provided to avoid overcrowding.

• Passenger and service lifts should be separately provided.
• Fitness Certificate from the concerned Authority should be available and displayed.
➢ EARTH QUAKE
General Guidelines:
• Construction of building shall be as per relevant Indian Standards and Codes of practice.
• Already constructed structures, if already not designed to satisfy earthquake resistance, shall be strengthened as per relevant Indian Standards and Codes of practice.
• Proper evacuation plan based on the Standing Fire Order shall be maintained and it should cover all the possible emergencies.
• Evacuation drill/ Exit drill shall be conducted quarterly and such records shall be maintained (Different groups, members, date of conduct, observations).
• Training should be given to all members of the evacuation teams to perform their duties and records shall be maintained.
• The most suitable and safest place shall be selected as safe assembly point for each building.
• Large or heavy items, if any, shall be placed closest to the ground.
• Hang large items such as framed pictures, large mirrors etc. away from sitting place, bed and protected escape routes.
• Brace overhead light fittings properly.
• An inventory for the details of heavy duty equipment and necessary tools with the details and contact numbers of owner and operator shall be maintained for ready reference.
• Avoid glass paneling for buildings. However, if provided, shall be protected with metal screens.
➢ CYCLONE
General Guidelines:
• Keep in contact with the concerned authorities before the cyclone season each time for warning and precautionary measures.
• List of emergency phone numbers shall be displayed.
• Training should be given to all members of the response teams to perform their duties and records shall be maintained
• Provision shall be made to secure strongly all doors, windows and other openings, if any, in closed position.
• Emergency kits containing portable battery radios, torch lights, spare batteries, water container, dry fruits, match boxes, fuel lamps, portable stove, cooking utensil, etc. shall be maintained in cyclone prone areas.
• Low frequency communication devices shall be in place.
• Avoid glass paneling for buildings. However, if provided, shall be protected with metal screens.
• Construction of buildings shall be strong enough to resist collapse during wind.
• Long and continuous structures shall be avoided so as to reduce the effect of wind.
• Deep rooted plants which can resist wind can be planted around but outside the boundary wall to reduce the wind velocity.
• No tall plants shall be there in the compound, especially near any building.
➢ FLOOD:
General Guidelines:
• Provision for the storage of drinking water at the rate of 4.5 liters/ 1 Day/ person for the total occupants for a minimum of 3 days during impending flood shall be made.
• Provision for storage of nonperishable easy to prepare food for 3 days supply during impending flood shall be made.
• Flash light for signal (Red cross store) shall be arranged.

• Portable battery Radios (if possible NOAA - National Oceanic and Atmospheric Administration type) shall be arranged.
• Flood rescue equipment like lifebuoy, life jacket, portable boats with oar and out board engine, rope shall be stored and ready for use.
• Occupational Health center shall be maintained.
• Para medical Team shall be available and trained.
• Provision should be made on top floors of the buildings for shelter in case of flood.
• Insect repellants and sunscreen shall be stored.
➢ LAND SLIDE
General Guidelines:
• Construct Retaining walls wherever necessary to prevent erosion.
• Train permanent staff to identify the symptoms of landslide.
• Avoid buildings in steep slope or along natural erosion valleys.
STANDING FIRE ORDER (To be displayed at all the floors at suitable visible places with all emergency contact numbers)
Responsible authorities **1.** The person who detects the Fire **2.** Safety Officer **3.** Maintenance Section
The person who detects the fire: • Immediately inform the Safety Officer and Head of the section/ division
Responsibilities of safety Officer: On receipt of information: • He/ She shall immediately proceed to the scene of incident and assess the situation. • If considered necessary, he/ she shall raise fire alarm for his/ her zone and notify the incident to Fire department and the listed emergency services. Officer shall have to confirm this action latter. • If necessary, he/ she shall direct the Maintenance section to salvage the records and materials from the area. • If considered necessary, he/ she shall evacuate his/ her zone and/ or neighboring zones. • At the earliest opportunity, he/ she shall inform the incident to the Departmental head.
Duties of Maintenance section Members: On receipt of call for emergency in their own zone, all the members of Maintenance section; • Shall immediately proceed to the place of incident and Report to their Duty Officer. • Shall strictly follow the instructions of Safety Officer and work under him/ her as per his/ her directions. • Shall, as per the instructions from Duty Officer/ Fire Officer, switch off electrical supply to the affected area. • Shall see that electric supply is restored only on instructions from the Duty Officer/ Fire Officer. • Close the air condition system at the affected area. • Shall ensure that booster pump located in the building is Switched On. • Shall ensure that all the Hydrants in and around the Building are charged with sufficient pressure.
Duties of other staff from the affected zone/ zones: On hearing the Emergency Alarm, all the other members of staff: • Are requested no to be panic, but to remain calm and follow instructions of the Safety Officer in an orderly and disciplined manner. • If directed to evacuate, shall ensure that all the electric lights at their work place are switched off and that all the windows and doors of their area are properly closed before leaving the place.

• During evacuation, shall proceed in an orderly manner to the ground floor by the nearest available staircase/ emergency exit. • Shall not use the lifts. • Shall see that, persons assigned with specific duties in an emergency are not disturbed or obstructed in their work. • If requested by Safety Officer, shall help in removing the records and materials not affected by the fire.
If you discover a Fire: • Do not panic. • Break the glass of nearest fire alarm/ manual call point. • Call Fire Services on 101/ Local Fire service Telephone No. • Inform Security/ Safety Officer • Inform Officer in-charge. • Call for assistance. • Attack the fire with the fire extinguishers provided. • Protect material, which is not involved in Fire.
If you hear the evacuation signals: • Stop machines. • Shut off gas and electric power, but not lighting. • Close doors and windows. • Leave the building immediately by the nearest exit. • Do not run. • Do not go to cloakroom. • Do not stop to collect personal belongings. • Report to assembly point.
For your own safety you should know: • The position of the nearest fire alarm point. • The position of the nearest fire extinguisher and operation method. • The nearest exit route. • Your assembly point. • Road should be kept clear for the movement of Fire Service Vehicles. • The overhead electric cables, service pipes and telephone wires are sufficiently high for vehicles to pass.

Annexure 10

GUIDELINES FOR APPOINTMENT OF ADJUNCT FACULTY/ RESOURCE PERSONS FROM INDUSTRY IN AICTE APPROVED TECHNICAL INSTITUTIONS

1 INTRODUCTION: The AICTE Approval Process Handbook 2017-18 in Appendix 7 "Norms for Faculty requirements and Cadre Ratio for Technical Institution" has specified that a minimum of 80% should be Regular/ full time faculty and the remaining shall be Adjunct Faculty/ Resource persons from industry.

2 OBJECTIVE: The key objective of these guidelines is to develop a useful and viable collaboration between the educational Institutions and industry. The guidelines seek to enhance quality of education and skills by involvement of academicians, scholars, practitioners, policymakers in teaching, training, research, and related services on a regular basis and to attract distinguished individuals who have excelled in their field of specialization.

3 DEFINITION: Adjunct Faculty is hired by a college to teach but is not full member of the faculty. Adjunct Faculty is a part-time or contingent instructor. There are academicians, professionals whose primary employment activity is outside the Institution and who are not interested in seeking fulltime appointment with the Institution, but can contribute to teaching in the Technical Institutions/ academic Programmes. The Adjunct Faculty should be an eminent Professional/ Scientist/ Engineer having recognition at national/ international level and having outstanding published work.

4 EXPERIENCE: Any candidate for Adjunct Faculty/ Resource person having 10 to 15 years of experience from industry/ organization shall satisfy the following norms:

a Teaching and research organizations of State/ Central government Institutions/ Universities
b Central and State Public Sector Undertakings (PSUs)
c Reputed Industries
d Civil servants (IAS/ IPS/ officials from Central and Provincial Services) and professionals and officials from professional Councils
e NRIs and PIOs working with reputed overseas academic, research and industrial organizations or having a demonstrated interest in Indian issues.

5 QUALIFICATIONS: Candidate for Adjunct Faculty/ Resource person from industry should have relevant professional qualifications.

6 LIMITATION: Following are the restrictions for engaging the Adjunct Faculty.

In an Academic Year, an Adjunct Faculty can work in 4 Institutions (maximum). The weightage of the Adjunct Faculty in each Institution shall be in proportion to the number of Institutions he/ she is working in. For example, if an Adjunct Faculty is working in 4 Institutions simultaneously, his/ her weightage in each Institution shall be 25% and if in three Institutions simultaneously, then 33% and so on.

At the time of engagement as Adjunct Faculty in any of the Institution, the resource person has to submit a declaration on the number of Institutions he/ she has been appointed as Adjunct Faculty in the current Academic Year.

Any resource person receiving grant under "Adjunct Faculty Scheme" from AICTE cannot work as Adjunct Faculty in other Institutions.

7 STRENGTH OF ADJUNCT FACULTY: The strength shall not exceed 20% of the sanctioned strength of faculty at any time. Adjunct as well as resource person from Industry shall not be taken into account while calculating Cadre ratio (the cadre ratio should be calculated for the 80% faculty only)

8 FUNCTIONS: Functions of Adjunct Faculty/ Resource person from Industry are:

Teaching Technical Courses: Adjunct Faculty shall be expected to teach Courses directly related to his/ her specific expertise and professional experience or the areas of his/ her specialization. He/ She shall also contribute to the Institution's activities like counselling of students, developing new Course(s) and pedagogical improvements.

Participation in service-related activities: Adjunct Faculty is also expected to actively participate in service-related activities, such as sitting on departmental Committees, serving as advisors to faculty and/ or undergraduate and post graduate students, helping students network and active collaboration with the industry/ employer providing internship and job opportunities.

9 TA/ DA AND HONORARIUM: The Adjunct Faculty shall work at the host Institution for a minimum of 02 days per visit. TA/ DA, Honorarium and other facilities provided to Adjunct Faculty, as per UGC guidelines, shall be:

Travel cost, as per entitlement, from place of stay to Institution and back, maximum 6 times per Academic Year. No accommodation would be permissible, however, free lodging and boarding in the guesthouse.

An honorarium of 1,000/ - only (Rupees One Thousand Only) per lecture up to a maximum of 4,000/ - (Rupees Four Thousand only) per day of service, subject to a maximum ceiling of 80,000/ - (Rupees Eighty Thousand only) per month.

Other facilities such as Office Room, Secretarial Services, depending on their involvement in academic activities, can be considered.

10 APPOINTMENT: Their appointment shall be done by a Competent Authority, based on the recommendations of a Committee. The period of their empanelment shall vary between six months to three years.

11 MONITORING: The performance of every Adjunct Faculty shall be monitored at the end of assignment based on the "Performance Report" submitted to the host Institution for continuation/ renewal of tenure.